

SWEET BRIAR COLLEGE



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E. Ambler

Sweet Briar College

STUDENTS' HANDBOOK



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STUDENTS' HANDBOOK



SWEET BRIAR
COLLEGE



1957-1958

CAROLYN McIVOR, Editor

JANE SHIPMAN, Business Manager

REMEMBER !!



**Bring This Handbook
With You When You
Come to College**

CALENDAR FOR 1957-1958

First Semester, 1957-1958

1957

September	16	Arrival of new students
September	16-20	Program for new students; registration
September	19	Registration of former students
September	20	Return of former students by 7:30 p.m.
September	20	Opening convocation, 7:30 p.m.
September	21	First meeting of all classes, 8:30 a.m. - 4:15 p.m.
October	16	Founders' Day (no classes)
October	26	Parents' Day (not a holiday)
November	27	Thanksgiving recess begins after last class
December	1	Thanksgiving recess ends at 11:00 p.m.
December	19	Christmas vacation begins at 11:10 a.m.

1958

January	6	Christmas vacation ends at 10:30 p.m.
January	21	Classes end at 5:05 p.m.
January	23-30	Mid-year examinations

Second Semester, 1957-1958

February	2	Mid-year recess ends at 11:00 p.m.
February	3	Classes begin
March	28	Spring vacation begins at 11:10 a.m.
April	7	Spring vacation ends at 10:30 p.m.
May	3	May Day (no classes)
May	20	Classes end at 5:05 p.m.
May	22-30	Final Examinations
May	31	President's Garden Party
June	1	Baccalaureate Sermon
June	2	Forty-ninth annual commencement

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To the Class of 1961:

The aim of THE STUDENTS' HANDBOOK is not only to acquaint you with the rules, activities and organizations of Sweet Briar, but to introduce to you the honor system which governs every aspect of our life here. Living under our honor system we consider a real privilege. It places responsibility on each student and, in return, each girl must live up to the high aims set down in the system by giving her willing cooperation.

The rules have been made for the welfare and protection of the Students. While the Students are under College authority the College is responsible for the Students.

The life we lead at Sweet Briar is a full one—both academically, extra-curricularly, and socially. Soon you will be a part of that life, and we will cooperate with you in making your experience at Sweet Briar a rich and purposeful one. Sweet Briar College extends a warm welcome to you.

— THE EDITOR

OFFICERS OF THE STUDENT GOVERNMENT EXECUTIVE BRANCH

President JUNE BERGUIDO
Vice-President FLO BUCHANAN
Secretary ELIZABETH JOHNSTON
Treasurer ALICE CARY FARMER

House Presidents

Carson NINA THORNTON
Dew CLAIRE CANNON
Gray ALEX CARPENTER
Grammer BROWNIE LEE
Manson GRETCHEN SMITH
Randolph BARBARA SAMPSON
Reid PATTI POWELL

Chairman of Social Committee PAT ASHBY
President YWCA ETHEL OGDEN
President Athletic Association JEAN LINDSAY
President Sophomore Class ANNE DEVORE SMITH
President Freshman Class TO BE ELECTED
 (Pro-tem) JUDY SORLEY

PRESIDENT OF STUDENT GOVERNMENT



JUNE BERGUIDO
President of Student Government

EXECUTIVE BOARD



CLAIRE CANNON
House President
DEW



ALEX CARPENTER
House President
GRAY



BARBARA SAMPSON
House President
RANDOLPH



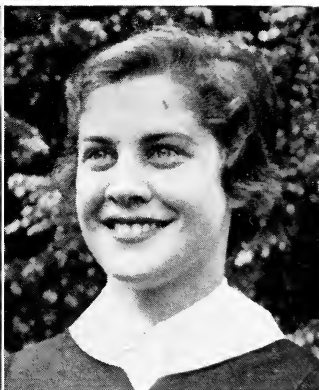
NINA THORNTON
House President
CARSON



BROWNIE LEE
House President
 GRAMMER



GRETCHEN SMITH
House President
 MANSON



PATTI POWELL
House President
 REID



ETHEL OGDEN
President, Y. W. C. A.



JEAN LINDSAY
President, Athletic Association



BETSY DUKE
Chairman, Orientation



PAT ASHBY
Chairman, Social Committee

JUDICIAL BOARD

<i>Judiciary Chairman of Student Government</i>	DOTSIE WOODS
<i>Vice-Chairman</i>	WINNIE LEIGH
<i>Secretary</i>	LYNN PRIOR

MEMBERS

<i>Senior Representatives</i>	{ MARIETTA EGGLESTON WINNIE LEIGH
<i>Junior Representatives</i>	{ JANE JAMISON DEDE ULF COURTNEY GIBSON SARAH JANE MURDOCK
<i>Sophomore Representatives</i>	{ JEAN MORRIS JANE TATMAN

CHAIRMAN OF JUDICIARY



DOTSIE WOODS
Chairman, Judicial Board



MARIETTA EGGLESTON



WINNIE LEIGH



JANE JAMISON



DEDE ULF



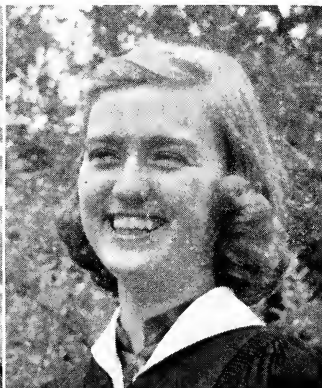
COURTNEY GIBSON



SARAH JANE MURDOCH



JEAN MORRIS



JANE TATMAN

**AGREEMENT CONCERNING THE STUDENT
GOVERNMENT OF SWEET BRIAR COLLEGE**

The Student Petition (October 17, 1906)

The students of Sweet Briar College, believing that there is dignity and honor in student government, desire individual and community responsibility for the conduct of students in matters not strictly academic.

We, therefore, petition the President and Faculty for legislative and executive control in certain matters. We ask:

- I. Right to control quiet and order in all places about the buildings and campus that are not under the immediate control of a member of the Faculty.
- II. Permission, with the advice and approval of the Faculty, to extend our power as occasion arises and we prove worthy to be vested with greater power and authority.
- III. Permission to make such additions to the above as we may feel are necessary, with the consent and approval of the President and Faculty.

**The Reply of the Faculty
(October 20, 1906)**

The Faculty of Sweet Briar College endorses most cordially the desire of the student body to assume responsibility for the conduct of individual students in non-academic matters. Therefore, the Faculty accords permission to frame a constitution embodying laws regulating the points specified in the petition—said constitution to be submitted to the Faculty for endorsement.

THE HONOR SYSTEM

An honor system is a form of government which allows individual freedom on the basis of individual responsibility. It asks the question — Are you willing to assume responsibility in order to have this freedom? The faculty count upon an affirmative answer to this question, and in granting us student government they show their confidence in us.

A high standard of honor prevails at Sweet Briar. Every student is expected to do her utmost to maintain this standard and at all times consider herself an active and responsible member of the Association, exhibiting a high standard of personal honor and making that honor the fundamental principle of action in her life in the community.

The Honor System is based upon the following fundamental principles:

1. A student will tell the truth.
2. A student will respect the property of others.
3. A student will maintain absolute honesty in all her social life and in all her academic work; preparation of classroom work, tests, papers, laboratory notebooks, examinations, and every other kind of academic work.
4. Each student will maintain these ideals in her own conduct and will exert herself to the utmost to make these ideals prevail at Sweet Briar.

If Student Government is to operate with strength and effectiveness, the very highest ideals and practices in regard to truth and honor must prevail throughout the Association. The most concrete expression of our obligation is the honor pledge:

I PLEDGE UPON MY HONOR TO ASSUME INDIVIDUAL RESPONSIBILITY FOR THE HONOR SYSTEM OF SWEET BRIAR. IN ACCEPTING THIS RESPONSIBILITY I PLEDGE MY BEST EFFORT TO MAKE THE HIGHEST IDEAL OF HONOR PREVAIL AT SWEET BRIAR; I PROMISE TO REPORT MYSELF FOR ANY OF MY INFRACTIONS OF THE SWEET BRIAR REGULATIONS, AND TO ASK OTHERS TO REPORT THEMSELVES FOR ANY OF THEIR INFRACTIONS IF I AM NOT CERTAIN THAT THEY HAVE DONE SO.

In pledging upon her honor the student assumes responsibility for herself and for the actions of others to ensure that the highest standard of honor exists at Sweet Briar. If aware of an infraction, the student should ask the offender to report herself; if she will not do so, the student must decide whether she is committed by signing the pledge to report the other student.

A Sweet Briar Girl's word is her bond, and it is expected that every student will justify the confidence of her fellow students at all times and under all circumstances. Students who do not

acknowledge these fundamentals or who are unwilling to exert themselves to the utmost to make these ideals prevail, are out of place at Sweet Briar.

Any infraction of the regulations should be recorded promptly with a member of the Judicial Board. Any deliberate breach of or marked lack of responsibility toward the regulations, or a breach of good taste or good judgment should be reported immediately to a member of the Judicial Board.

THE HONOR SYSTEM APPLIES TO EVERY PHASE OF COLLEGE LIFE

The validity of the Sweet Briar degree depends upon the integrity of the work which it represents. Therefore principles of academic honesty are an essential part of the Sweet Briar Honor System. In accordance with these principles the following regulations have been established:

1. Examinations and tests

All tests and examinations are given under the honor system. The student's signature to any written work is regarded as a guarantee of honest work.

It is suggested that only those materials needed for the examination be brought into the examination room. For their own protection students are advised not to bring notebooks into classrooms where tests or examinations are to be held.

2. Papers

Students shall give due and appropriate acknowledgment of the work of others when that work is incorporated into the writing of their own papers.

Any form of plagiarism violates the integrity of the student's work. In cases of doubt, students should ask instructors; and instructors are requested to be definite and explicit in explaining the proper procedure for the work involved.

The following are, however, general rules which apply in all cases:

- a. Quotations must be clearly marked and sources of information or of ideas or opinions not your own must be indicated clearly in all written work. This

applies to paraphrased ideas as well as direct quotations.

- b. Unless otherwise directed, every student working in a laboratory is expected to make all necessary measurements, drawings, etc., independently, from her own observations of the material provided.

3. Library

The library rules are incorporated under the honor system.

All library material must be signed for at the desk before being taken from the building.

Reserve books must be replaced on the proper shelves and may not be removed from the library until the time designated.

SPHERES OF AUTHORITY

The concept of "spheres of authority" has been made the foundation of the Constitution of the Student Government Association because it was felt that control of community life falls naturally into three areas: that primarily of Student concern, that of joint Faculty-Student concern, and that primarily of Faculty concern. The drawing-up of the Constitution was a cooperative venture between the Students and the Faculty, and its adoption rested upon ratification by both groups. The Grant of Powers and the Constitution, By-Laws and Regulations reflect not only the tripartite concept but also the philosophy that responsibility breeds a sense of responsibility. The goal of this endeavor is heightened cooperation between Students and Faculty in the interest of the College and its component parts.

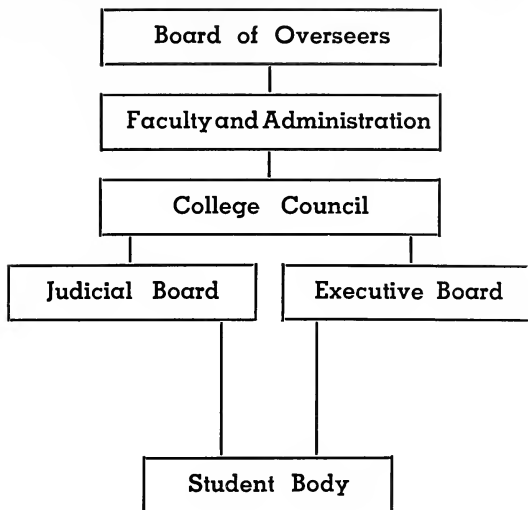
In the Student Sphere, the organs of government are:

The Legislative Body, made up of the
Association as a whole

The Executive Council

The Standing Committees

The Judicial Board



The authority entrusted to the joint Faculty-Student Sphere is exercised by the College Council, possessing both legislative and judicial jurisdiction. The faculty members of College Council shall be the President of the College, the Dean, the Assistant Dean, the Dean of Students, the College Physician, and five members elected annually by the Faculty.

In the Faculty Sphere, the Faculty shares with the Board of Overseers and with the administrative officers of the College the final responsibility for the academic and social welfare of the College. It provides the instruction given; through its Executive Committee and other standing committees, determines the content of the curriculum; and carries on the academic business of the College.

Joint Council is a group consisting of three faculty, three alumnae, three students, three Board members, and the President and the Dean of the college. This group meets twice a year to discuss matters of mutual concern.

Grant of Powers

A. The Faculty of Sweet Briar College, in response to the request of the Student Government Association and in accordance with the authority vested in it by the Board of Overseers, entrusts to the Students the power to revise and interpret in the following areas of regulation:

1. House Regulations (Regulations, Section II)
2. Extracurricular Activities (Section XII)
3. Dress Regulations (Section VIII)

The Faculty entrusts to the College Council the power to revise and interpret in the following areas of regulations listed below. All changes must be reported to the Student Government Association and to the faculty.

1. Campus Regulations (Regulations, Section IV)
2. Non-Overnight Absences (Section V B 1,2,3)
3. Social Regulations (Section VII)
4. Smoking Regulations (Section IX)
5. College Property (Section XI)

The Faculty retains the power to revise and interpret in the following areas of regulation:

1. Overnight Absences (Regulations, Section V A)
2. Motoring Regulations (Section V C)
3. Regulations for travel by air (Section VI)
4. Drinking Regulations (Section X)
5. Rule governing Hazing (Section XIV)
6. Rule governing Secret Organizations (Section XV)
7. Academic Rulings (Section XVI)

The Faculty will whenever possible discuss such changes with the College Council in advance of decision.

B. The Faculty reserves the right to withdraw all or any part of the power granted if it finds that the power is being abused. Except in cases of emergency, thirty days' notice shall be given before such action shall become effective.

Acceptance of Powers

We, the Students of Sweet Briar College, understanding the responsibilities entrusted to us through this Grant of Powers, hereby accept the obligations and privileges which this provides.

Preamble

Whereas we, the students of Sweet Briar College, individually and collectively desire to assume responsibility for the conduct of students in our college life, and

Whereas, we believe that such responsibility not only promotes loyalty to the best interest of the College but prepares the students to take their places in democratic society, and

Whereas, we believe that there is dignity and honor in student government,

We do hereby, in accordance with the grant of powers from the faculty and administration to the students, adopt the following Constitution and By-Laws.

**CONSTITUTION OF THE
STUDENT GOVERNMENT ASSOCIATION
OF SWEET BRIAR COLLEGE**

Article I—Name

The name of the organization shall be the Student Government Association of Sweet Briar College.

Article II—Purpose

The purpose of this organization shall be:

1. to foster the individual and community interests of Sweet Briar students
2. to promote the highest standards of honor and integrity in all phases of college life
3. to advance the spirit of loyalty to the College and its undertakings
4. to stimulate an intelligent interest in college citizenship, and
5. to strengthen the sense of individual responsibility implicit in the ideal underlying the foundation of Sweet Briar College, which is "to impart to students such an education in sound learning, and such physical, moral, and religious training as shall best fit them to be useful members of society."

Article III—Membership

All students at Sweet Briar College are members of the Association.

Article IV—Organization

The Student Government Association shall exercise legislative, executive and judicial powers.

Article V—Legislative Powers**Section 1.**

The Legislative powers of the Association shall be exercised by the Association as a whole.

Section 2.

These powers shall be:

1. to make appropriations from the student activity funds
2. to conduct nominations and elections of Association officers
3. to ratify the rules and regulations lying exclusively within the student sphere, in accordance with the grant of powers from the Faculty and Administration
4. to propose and discuss rules and regulations.

Section 3.

All matters of a legislative nature which the Student Body or any portion thereof wishes to present to the Faculty shall be discussed by College Council prior to such presentation. If the Council disapproves of the proposal, the students may present this matter directly to the faculty.

Article VI—Executive Powers**Section 1.**

The Executive Powers shall be exercised by the Executive Officers, the Executive Board, and the Standing Committees of the Association.

Section 2.

The Executive officers shall be: the President, Vice-President, Secretary, Treasurer and the House President from each dormitory.

Section 3.

- A.** The Executive Board shall consist of: the Executive Officers; the Presidents of the Sophomore and Freshman Classes; the Chairman of the Social Committee; the President of the Y. W. C. A.; the President of the Athletic Association; the campus Chairman of the National Student Association; and the President of the Junior Class during her service as temporary head of the Freshman Class.
- B.** The powers of the Executive Board shall be:
1. to recommend revisions to the House regulations
 2. to consider all petitions, appeals, petitions for recall of officers and proposals for amendments to the Constitution and By-Laws, and, at the discretion of the Board, to refer each to the proper authority
 3. to approve by a two-thirds vote, the charter for all new clubs, organizations and publications
 4. to explain to the students the meaning of Student Government Constitution and By-Laws
 5. to administer the Constitution and By-Laws
 6. to review the rules and regulations annually.

Article VII—Judicial Powers**Section 1.**

The Judicial Powers shall be exercised by the Judicial Board.

Section 2.

The Judicial Officers shall be: The Judiciary Chairman of the Student Government Association, the Vice-Chairman, and the Secretary of the Judicial Board.

Section 3.

- A.** The Judicial Board shall consist of: the Judiciary Chairman of the Student Government Association, three seniors, four juniors, two sophomores, and two freshmen. At its first meeting in the spring, the board shall elect a Vice Chairman and a secretary. Any member of the community may be invited to serve as a non-voting member in a particular case.

B. The powers of the Judicial Board shall be:

1. to interpret the Honor System to the members of the Association and Faculty
2. to handle cases involving:
 - a. breach of the Honor System
 - b. lack of responsibility with regard to regulations as Board members deem necessary
 - c. breach of good taste and good judgment
3. to impose such penalties as it deems advisable
4. to refer any case to College Council; cases involving questioned academic honesty, suspension or expulsion must be referred to the Council
5. to consider cases of questioned academic honesty with the provision that:
 - a. the faculty member in whose course the case arose shall be consulted by the Judicial Board during its consideration of the case.
 - b. the final decision rests with College Council.

Article VIII—College Council**Section 1.**

The authority entrusted by the faculty to the joint Faculty-Student Sphere of authority is exercised by the College Council, possessing both legislative and judicial jurisdiction.

Section 2.

- A. The faculty members of the College Council are designated by the faculty.* In case of questioned academic honesty, the faculty member in whose course the question arose shall attend the meetings of the College Council in an advisory capacity while the case is being considered.**
- B. When the College Council sits in its legislative capacity, the student members shall be the officers of the Executive Board, the Chairman of the Social Committee, the President of the Freshman Class, and the President of the Junior Class during her service as temporary head of the Freshman Class. When College Council sits in its judicial capacity, the student members shall be the members of the Judicial Board and the President of Student Government Association.**

* See Page 19

C. The President of the Student Government shall be Chairman of the Council.

Section 3.

A. The powers of College Council in its legislative capacity shall be:

1. to amend regulations lying within the joint Faculty-Student Sphere of authority
2. to discuss topics of interest to the Community and offer recommendations to the Faculty or to the Student Body. It may call Community meetings for the discussion of such topics
3. to receive all questions of interpretation of this Constitution, By-Laws, and Regulations and render final decision on these questions
4. to interpret rulings of the Board of Overseers on student activities.

B. The powers of College Council in its judicial capacity shall be:

1. to make final decisions in all cases except when it votes for a penalty of suspension or expulsion from the College. In such cases the Council shall make to the Administration a recommendation of suspension or expulsion
2. to receive appeals from a decision of the Judicial Board. Such appeals may be made either directly by the student penalized, or by the Association upon a majority vote, or by any two members of the College Council. After judicial review, the Council may impose a substitute penalty which shall be final in all cases not involving suspension or expulsion.

C. The Council must reconsider a decision made by it on all legislative and judicial matters if such reconsideration is requested by a majority vote of the Faculty or the Student Body.

Article IX—Parliamentary Authority

The rules contained in *Robert's Rules of Order, Revised* shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with the Constitution and By-Laws.

Article X—Amendments**Section 1.**

Amendments may be proposed by any Board, Council or Committee of the Association, by a member at any meeting of the Executive Board or of the Association, or by a Special Committee appointed by the President.

Section 2. Procedure:

- A. All proposals shall be studied by the Executive Board. They shall then be referred, with recommendations, to the College Council at least forty-eight hours prior to the vote of the Council.
- B. The College Council may make amendments to the proposal. If the College Council, by a two-thirds vote, approves the proposal as amended it shall be communicated to the members of the Association forty-eight hours in advance of the next meeting of the Association.
- C. Final adoption of an amendment requires a two-thirds vote of the members of the Association and approval of the Faculty.

**BY-LAWS OF THE STUDENT GOVERNMENT
ASSOCIATION OF SWEET BRIAR COLLEGE****Section I—Honor Pledge**

At the beginning of each year, after passing the Student Government test, every student is expected to sign the following pledge, indicating her willingness and determination to adhere to the principles of the Association.

I pledge upon my honor to assume individual responsibility for the honor system of Sweet Briar. In accepting this responsibility I pledge my best effort to make the highest ideal of honor prevail at Sweet Briar; I promise to report myself for any infractions of the Sweet Briar regulations, and to ask others to report themselves for any of their infractions if I am not certain that they have done so.

Section II—Meetings of the Association

- A. The association shall hold regular monthly meetings on the first Wednesday of each month.
- B. Students are required to attend Student Government meetings. If a student is unable to attend she is required to see her house president before the meeting.

Section III—Executive Branch

A. Duties of Executive Officers.

1. The President shall:
 - a. call and preside at the meetings of the Association, of the Executive Board, and of the College Council
 - b. represent the students either personally or through her representatives when the need arises
 - c. appoint special committees when necessary
 - d. perform the duties which pertain to the office of president
 - e. make an annual report to the Association in the April meeting.
2. The Vice-President shall:
 - a. perform the duties of President in the absence of the President
 - b. administer the regulations governing participation in extra-curricular activities
 - c. serve as chairman of the Inter-Club Committee.
3. The Secretary shall:
 - a. record the proceedings of all meetings of the Association, of the Executive Board, and of the College Council, when acting in an executive capacity, keep a permanent record of the same, and file a copy of the College Council minutes with the Dean and a copy with the Dean of Students.
 - b. send to the Secretary of the Faculty a copy of the amendments to the By-Laws adopted by the Association
 - c. keep a list of officers, committees, boards or other bodies appointed by the Association or its officers, and file a copy with the President, and the Dean of the college and the Dean of Students.
 - d. attend to all correspondence of the Association
 - e. perform all other duties pertaining to the office of secretary of the Association.
4. The Treasurer shall:
 - a. serve as Chairman of the Finance Committee and in this capacity collect the Student Activities fees
 - b. keep a record of all money of the Association and expend the same according to the direction of the Executive Board of the Association

- c. make interim reports of the finances at the request of the President of the Association or the Executive Board
- d. at the last regular meeting of the year, render to the Association a complete report of the year's work
- e. open the accounts of the Association for inspection upon request of any member of the Association or the President of the college or her deputy.

5. Each House President shall:

- a. exercise a general supervision over her dormitory
- b. be responsible for her house book.

B. Meetings of the Executive Board:

The Executive Board shall meet once every week. Additional meetings may be called by the President:

C. Standing Committees.

1. Inter-Club Committee.

- a. **The Inter-Club Committee shall consist of: all Club presidents, the heads of Orientation, Campus Chest, Auditorium Fund, Personnel Committee, the chairman of the Board of Publications and the Vice-President of the Student Government, who shall serve as Chairman of the committee.**
- b. Its powers and duties shall be:
 - 1. to act as a general coordinating body for club activities and to meet at least twice each semester for this purpose
 - 2. to recommend to the Executive Board the approval or disapproval of any proposed club, other organizations or publications
 - 3. to keep on file the Constitutions and memberships of all organizations, clubs, and publications
 - 4. to collect at the end of each college year the books of all clubs, publications and organizations, and to deliver these books at the opening of the college year to the respective presidents and chairmen
- c. The Chairman shall call meetings of the Committee. Members of the community may request that a meeting be called for discussion of general questions pertaining to extra-curricular activities.

2. Nominating Committee:

- a. The Nominating Committee shall consist of: the Executive Board and the President of the Junior class. Other officers of the four classes may be invited for consultation
- b. It shall be the duty of the Nominating Committee to nominate the officers of the Association for the ensuing year in accordance with Section VII, A and B.

3. Social Committee

- a. The Social Committee shall consist of: a Chairman, eight Seniors, six Juniors, four Sophomores, and after the first semester, two Freshmen. The Chairman shall be elected by the Association. The members of the Committee shall be chosen by the incoming and outgoing Chairman of the Social Committee, the Assistant Dean, Dean of Students, and the incoming and outgoing Presidents of Student Government, the choice to be subject to the approval of the Executive Board.
- b. Its powers and duties shall be:
 1. to help maintain the standards of social life recognized by Sweet Briar College
 2. to act as hostesses
 3. to cooperate with the Dean of Students and Executive Board in the administration of social regulations
 4. to sponsor Midwinter Dances.

4. Finance Committee

- a. The Finance Committee shall consist of the Treasurer of the Student Government who shall serve as chairman, the Treasurer and Assistant Treasurer of the college, and the Treasurers of all clubs and organizations which receive money from the Student Activities Fund.
- b. Its powers and duties shall be:
 1. to draw up an annual budget for adoption by the Association
 2. to administer the Student Activities Fund* in accordance with the budget adopted by the Association
 3. to decide any financial appeal of an organization or of any individual which had been referred to the committee

*See Regulations, Students Activities Fund pages 52-53

4. to discharge the treasurer of a student organization for mismanagement of funds. The decision of whether or not funds have been mismanaged will rest with the Finance Committee, the Assistant Treasurer of the College, and the sponsor of the organization. In case of discharge a new treasurer will be elected
5. to require that the accounts of every campus organization be audited three times a year as specified by the committee.
- c. The Finance Committee shall meet in October and at other times at the discretion of the chairman.
5. National Student Association Committee.
 - a. The National Student Association shall be represented on campus by a Chairman elected by the Student Government Association. She may appoint a committee to aid her.
 - b. The Chairman shall:
 1. represent the college at regional and national NSA conferences
 2. represent the association on campus.

Section IV—Judicial Branch

A. Duties of Judicial Officers.

1. The Judicial Chairman of the Student Government Association shall:
 - a. conduct meetings of the Judicial Board
 - b. interpret to students, faculty, and College Council the underlying philosophy of the Honor System and the policy of the Judicial Board
 - c. to discuss with the Dean of Students all cases coming to the Judicial Board prior to and/or during their consideration by the Board.
 - d. personally explain decisions of the Board to those concerned
 - e. keep herself informed about the Judicial records.
2. The Vice Chairman of the Judicial Board shall perform the duties of the chairman in the absence of the Chairman.

3. The Secretary of the Judicial Board shall:

- a. record the proceedings of all meetings of the Judicial Board and of College Council acting in a judicial capacity, keep a permanent record of the same, and file copies of the same with the Dean and with the Dean of Students.
- b. draw up a report of all cases brought before the Board, regardless of whether or not penalty is given, and post the same on the Student Government bulletin board for a week following the report
- c. write a resume of any case which is to be brought before College Council in its judicial capacity and take it prior to the meeting to the Dean for the use of the members of College Council.

B. Meetings.

The Judicial Board shall meet at the discretion of the chairman.

C. Penalties.

1. Penalties which may be imposed by the Judicial Board are:
 - a. Withdrawal of Privileges.

- 1) Dating
- 2) Pink Slip (overnight absences)
- 3) House book
- 4) Library (for breach of Library regulations)

b. Probation

When placed upon probation, a student must pledge before the Judicial Board that henceforth she will be especially scrupulous in all matters of honor and in keeping all regulations, with the understanding that any future infringement will be more serious for her than for other students. The acceptance of probation shall be entered in the Chairman's book and the Secretary's book. A student shall accept probation in the form, "I (name given) because (cause given) accept probation and pledge myself to be especially scrupulous in all matters of honor and in keeping all regulations. I understand that any infringement will be more serious for me than for other students."

c. Suspension of Pledge

Suspension of pledge involves the loss of all privileges granted to Sweet Briar students through the Honor System. The pledge may be suspended for varying

lengths of time, but in any case its purpose is to bring a girl who has broken her pledge to the realization of the responsibility which she must assume when she signs the pledge. If a student does not live up to her responsibility as defined in the pledge, she is not justly entitled to the privileges granted to Sweet Briar students through the Honor System. At the end of her suspension of pledge, a student is given the opportunity to re-sign her pledge.

- d. Any other which the Judicial Board deems appropriate to the particular case.
2. Suspension or expulsion shall be regulated according to the provisions in the Constitution, Article VIII, 3B, 1
3. A penalized student may ask for reconsideration of her penalty by the Judicial Board or may appeal to College Council for re-examination of her case.

Section V—College Council

- A. Meetings of College Council shall be called by the Chairman. She must call a meeting upon the request of the Judicial Chairman or of a majority of the members of the Council.
- B. A quorum shall consist of over one-half of the student members and over one-half of the non-student members.
- C. Voting:
 1. All procedural matters shall be decided by a majority vote.
 2. Substantive action by the Council requires an affirmative vote of two-thirds of the votes cast.
 3. Voting shall be by secret ballot upon request of any member. In judicial cases involving suspension or expulsion a secret ballot is required.
 4. If the Council, after considering every possible solution open to it, is unable to reach an affirmative vote of two-thirds votes cast in a judicial case, it shall refer the matter to the Faculty for decision on the procedure to be used in final settlement of the case.

Section VI—Eligibility For Office

- A. A student who is under a major penalty imposed by the regular authorities of the Association may not hold office in the Association. For eligibility requirements regarding academic work and health see regulations concerning extra-curricular activities, Handbook, page 51.

- B. The standards for retention of office are the same as those for eligibility.
- C. The President and Vice-President of the Association, the Judiciary Chairman of the Association, the Social Committee, the Student Development Committee, the Campus Chest Committee, the President of the YWCA shall be of the Senior Class. The President of the Athletic Association shall be either a Junior or Senior. The Secretary and the Treasurer of the Student Government Association and the Chairman of the National Student Association shall be of the Junior Class, and there shall be two House Presidents from each of the three upper classes.
- D. A member of the Student Government Association may serve only once on the Executive Board and once on the Judicial Board prior to her Senior year. A student who serves on the Executive Board or on the Judicial Board her Freshman year shall not be eligible for membership in the other body until her Junior year. A Sophomore member of the Executive Board or Judicial Board may not serve on the other body until her Senior year when she may serve on either board.

Section VII—Elections

- A. Officers of the Association and the elected chairmen of the Standing Committees shall be nominated by the Nominating Committee. Officers of the Campus Chest Committee, the Auditorium Fund Committee, and the presidents of the Athletic Association and of the YWCA shall be nominated by their respective committees, subject to the approval of Executive Board. These nominations for the ensuing year shall be made early in the second semester. Further nominations may be made by a petition with a minimum of 25 signatures to be submitted to the President of the Student Government Association.
- B. In the second semester, after eligibility has been determined, the nominations for the four groups listed below shall be posted for one week prior to the elections which shall be conducted by the Student Government Association.

GROUP ONE

President of Student Government, Judiciary Chairman of Student Government

GROUP TWO

Executive officers of Student Government (Vice-President, Sec-

retary, and Treasurer of Student Government, House Presidents), Judicial Board members, President of the YWCA, Chairman of Orientation, Editor of the *Sweet Briar News*.

GROUP THREE

Chairmen of the National Student Association, Social Committee, Auditorium Fund; Class Presidents, President of Paint and Patches, President of the Athletic Association, Vice-President of the YWCA.

GROUP FOUR

Other officers of the YWCA, the Student Development Fund, Athletic Association, Paint and Patches; the Chairman of the Campus Chest, and the Editors and Business Managers of the Publications.

- C. The Student Government Association shall use the system of the modified preferential ballot in conducting its elections. (To vote a ballot preferentially vote for two more people than the number to be elected from the list, e. g., if electing one, vote preferentially for three putting a one beside your first choice.) The voter's last choice receives one vote, the next to last receives two votes, and so on. If a ballot is checked and not numbered, each check gets the value of a last choice. If someone votes for just one person when she should vote for three, her vote counts as a third choice. The vote shall be by secret ballot.
- D. Newly elected officers assume their duties after Spring Vacation.
- E. If a vacancy occurs in any office of the Association, the President shall ask the person who ranked next on the preferential ballot in the last election to fill the office. Temporary vacancies shall be filled by appointment of the Executive Board.

Section VIII—Amendments to By-Laws

By-laws may be amended by a three-fourths majority of a student vote after consultation on the part of the President of the Student Government Association with the Dean of Students, and after approval by College Council in cases where such action is recommended by the Dean's staff.

REGULATIONS

It is believed that each of the following regulations has a reasonable basis. If you cannot find any reason underlying a regulation, you should go to a member of the Executive Board or of the Judicial Board with your questions and criticisms. If, after inquiring about a regulation, you remain convinced that the regulation has no basis, the Honor System still asks you to uphold the rule, in return for the confidence placed in you. We are privileged to have an honor system instead of a policing system, and by your own acknowledgment, what you receive as a result of this system is far greater than the annoyance caused by keeping any regulation with which you disagree.

There are some rules which as time passes become unnecessary, and that is the reason the rules are annually revised. Any member of the community may request College Council's consideration of a revision. The request may be made directly or through a member of College Council.

SWEET BRIAR STUDENTS ARE EXPECTED AT ALL TIMES TO EXERCISE GOOD TASTE AND GOOD JUDGMENT IN THEIR CONDUCT. ANY FAILURE TO DO SO WILL BE TREATED BY THE STUDENT GOVERNMENT ASSOCIATION AS AN OFFENSE.

Each student will be responsible for the behavior of her guests and for informing them of the rules they are expected to observe while visiting the college.

I—Opening and Closing Regulations

A. *Opening hours:*

1. A student may not schedule an arrival or departure between closing hours and 6 a.m.
2. Students may not see dates before 7 a.m. unless special permission is obtained from the House President.

B. *Closing hours:*

Monday through Thursday: 10:30 p.m.

Friday: 11:00 p.m.

Saturday: 12 midnight

Sunday: 11:00 p.m.

II—House Regulations

A. *Quiet*

1. STUDENTS SHOULD BE REASONABLY QUIET AT ALL TIMES IN THE DORMITORIES OUT OF CONSIDERATION FOR OTHERS. PARTICULAR EMPHASIS SHALL BE GIVEN TO MAINTAINING QUIET
 - a. in the dormitories on weekdays and Sundays from 7:30 p.m. to 7:15 a.m.; on Saturdays from 12:00 midnight to 10:00 a.m. Sunday. During class hours there shall be quiet in the dormitories in order that students may be able to study in their rooms.
 - b. within hearing distance of Manson Hall during chapel services and all performances given in Manson Hall.
2. Any student, as a member of the Association, shall have the

right and shall be under obligation to protest against an unwarranted disturbance in the dormitories. In case of persistent disregard of the rights and comfort of others, she shall be expected to give the student or students creating disturbance a noise warning (s) in accordance with the system established in her dormitory.

B. Visiting the dormitories.

1. Overnight on Campus:

If staying overnight in any place on campus other than her own room (including the infirmary), a student must sign out in the Housebook giving full information.

2. Outside Visitors in the Dormitories.

Every overnight guest in the dormitories must be registered by her hostess with the Resident Counselor of the dormitory prior to the arrival of the guest.

a. No guests may stay in the dormitories more than two consecutive nights.

b. All guests must abide by the dormitory and campus regulations, as administered by the Student Government Association. It will be the responsibility of the student hostess to advise her guest of these regulations.

3. If a student wishes to take her father or her brother to her room, she should see that other girls on the hall are notified.

C. Fire Prevention.

1. There shall be no candles used in the dormitory rooms. Permission for the use of candles in the parlors or common rooms must be obtained from the Assistant to the President of the College.

2. There shall be no fire made in any room.

3. There shall be no sitting on fire escapes nor shall anything be placed on the fire escapes or ladders.

4. Any false ringing of the fire alarm will be treated as an extremely serious offense.

III—Required Meetings

Students are required to attend:

1. Convocations

2. Student Government Meetings

3. House Meetings.

If a student is unable to attend a Convocation, she must see the Dean. If unable to attend a Student Government Meeting or a House Meeting, she must notify her House President before the meeting.

IV—Campus Regulations

A. *Residential Quadrangle.*

The Residential Quadrangle is that area bounded by the dormitories. No student may go alone beyond this area after the closing hour except to Academic, the Library, and Fletcher.

Between 10:30 p.m. and 12:00 midnight two or more girls may walk down Faculty Row and Elijah's Road as far as the faculty residences extend and on the fringes of the dells.

B. *Immediate Campus.*

The immediate campus is defined as the area bounded by and including the Gymnasium, the East and West Dells, Faculty Row, Elijah's Road, the road from the post office to the fork by the Recreation Building, and the path from Reid to the Gymnasium.

1. Students may not walk off the immediate campus, nor from the gate to the residential quadrangle, after the official dark hour which varies with the season. The Dark Hour is posted on the Student Government bulletin board in Gray.
2. After the dark hour until the closing hour students with dates must be in groups of four to walk outside the immediate campus with the exception that one couple may walk on the main road to Tommie's and to the lighted portions of Woodland Road.

C. *Campus Limits.*

Campus limits are defined as: the college gate on the highway, the monument, the college boundary on Elijah's Road, the road to the monument above the dairy, the lake, and the A. A. Cabin via the direct route.

See map of campus, pp. 64-65.

1. Students may not walk alone outside of campus limits except to the railroad station, and that only during the daylight hours.
2. All students may use the outing cabin, but only in accord-

ance with the rules of the Athletic Association. (See page 77.)

3. Groups of four or more may use the boathouse in a registered party and the outdoor fireplace at the lake after dark, returning to campus by the closing hour or the termination of a late permission.

D. Bicycles

1. Regulations

- a. All bicycles must be equipped with red rear reflectors or red reflecting tape.
- b. Any bicycle ridden at night must be equipped with a light on the front (either a flashlight inserted into a clip or a complete bicycle light unit).
- c. All bicycles must be registered in the Office of the Dean of Students.

d. Parking:

- 1) At no time should a bicycle be parked on any portion of the campus roads or walkways.
 - 2) Students will be expected to park their bicycles in racks provided in designated areas.
2. It is recommended that all students with bicycles purchase locks and attach permanent tags with name and address.
 3. If any of the above requirements is violated, the bicycle in question will be put out of operation.

V—Absences from Campus

SIGNING OUT

Types of Absences:

Method of signing out:

1. Non-overnight absences

- a. Without late permissions
- b. With late permissions

Sign in Housebook
Sign in Housebook and
Late Permission Chart

2. Overnight absences

- a. Seniors
- b. Non-seniors

Register absences in Dorm
Register absences with
Dean of Students

3. Vacation

According to announcement
of Dean of Students

SIGNING IN**Types of Absences:**

1. Non-overnight absences
 - a. Without late permissions
 - b. With late permissions
2. Overnight absences
 - a. Seniors
 - b. Non-seniors
3. Vacation

Method of signing in:

- Sign in Housebook
- Sign late-permission chart in Refectory Foyer
- Sign Return Registration Slip in Refectory Foyer
- Sign Return Registration Slip in Refectory Foyer
- According to announcement of Dean of Students

A. *Overnight Absences from Campus.*

1. Seniors must register their overnight absences. Non-seniors may not leave campus at any time for overnight without permission from the Dean of Students.

ONLY IN CASES OF EMERGENCY SHOULD SUCH PERMISSION BE REQUESTED AT OTHER THAN THE SPECIFIED HOURS OF THE DEAN OF STUDENTS.

Upon her return each student must sign a return registration slip (pink) in the foyer of the Big Refectory.

- a. Each student must fill out her own overnight permission slip and sign her own return registration slip.
- b. Any change of address must be reported to the Resident Counselor on Duty.
- c. Any change of means of transportation must be reported to:
 1. Family, if a student is at home.
 2. Hostess, if a student is in Charlottesville or Lexington.
 3. The Resident Counselor on Duty, if neither of the above applies.
2. Overnight absences during the examination period should be taken only after special consultation with the Dean of Students.
3. Overnights allowed:

All overnight absences from college shall be limited in number by classes. This number includes all absences whether

occasioned by illness or family emergency, etc. Special consideration will be given to a student who has exhausted her quota of nights early in the semester due to illness, family emergency, trips sponsored by the college, etc.

a. Freshmen.

- 1). Freshmen may not be away from college more than four nights during the first semester or more than seven nights the second semester.
 - 2). Freshmen may not be away overnight during the first six weeks of academic work with the one exception that they are allowed to take one of their present quota of overnight absences on a Saturday night after the first four weeks of classes.
 - 3). Not more than two consecutive nights of absence from the college are permitted, unless a freshman has a credit of 1.5 or above in the work of the first semester, in which case she may be away for three nights consecutively, and that not more than once in that semester.
- b. Sophomores may not be away from the college more than eight nights during a semester.
- c. Juniors may not be away from college more than ten nights during a semester.
- d. Seniors may have overnight absences limited by the general rules for absences from campus and subject to the approval of the Dean's staff.
- e. Sophomores, Juniors, and Seniors may not be away more than four nights consecutively and that not more than once in a semester.

B. *Non-Overnight Absences from Campus*

1. Students must return to campus and sign in by the closing hour. (For any variation from the closing hour, see information concerning late permissions, page 42.)

IT IS A STUDENT GOVERNMENT OFFENSE FOR ANY STUDENT TO SIGN IN FOR ANOTHER STUDENT.

2. The Lynchburg-Amherst area is the area which extends 15 miles north, south, east, or west of Lynchburg, Amherst, and Sweet Briar.
3. A student may motor within a 100 mile radius of the College and after dark must use the main highways.

Exception, Picnics: After the dark hour, students may be off the main highways for the purpose of picnics, and that in groups not smaller than four.

4. Late Permissions.

For a specified number of occasions (unlimited for each senior; eight a semester for each junior, sophomore, and freshman), the Dean of Students is willing to allow a student to remain off campus after the closing hour or on campus with a date after the closing hour, subject to the following general rules:

a. Extended hours of late permissions.

Sunday through Friday—until 12 o'clock midnight.

Saturday—until 1 a.m.

b. Where late permissions may be taken:

1). On campus

a). Parlors:

Reid

Grammer

Dew—Main Parlor and Emily Bowen Room.

Randolph (small parlor)

b). Date House (in groups of not less than four people)

c). Boathouse and outdoor fireplace (in a registered party of not less than four people)

d). Outdoors within the dormitory quadrangle; also on the road in front of the academic buildings and on past as far as the parking area in front of the gymnasium.

2). Off campus:

a). In Lynchburg at an approved place, or at a special party.

b). At Tommie's in Amherst or at a party in Amherst registered with the Resident Counselor on duty.

c). On a day trip beyond the Amherst-Lynchburg area.

(Reminder: hours to leave Charlottesville and Lexington city limits—on the Sweet Briar side: Charlottesville: not later than 1½ hours before the termination of the late permission.

Lexington: not later than 1 hour and 15 minutes before the termination of the late permission.)

c. Miscellaneous

- 1). IT IS A STUDENT GOVERNMENT OFFENSE FOR ANY STUDENT TO SIGN A LATE PERMISSION FOR ANOTHER STUDENT.
- 2). Late permissions may not be given over the telephone.
- 3). Late permissions may not be signed for, after the closing hour.
- 4). Late permissions may not be taken in conjunction with an overnight absence.
- 5). One overnight absence may be exchanged for two late permissions. Two late permissions may be exchanged for one overnight absence. Only one such exchange may occur in a given semester.

C. *Motoring Regulations.*

STUDENTS ARE REMINDED AT ALL TIMES TO ALLOW AMPLE TIME FOR RETURNING TO COLLEGE, ESPECIALLY IN BAD WEATHER.

1. Taxis:

For hired transportation beyond Amherst and Lynchburg, students consult with the Dean of Students before hiring a car from any Taxi agency other than the regular college taxi service.

2. Students may not drive from Sweet Briar to Charlottesville or Lexington after 6:00 p.m.

3. When returning to Sweet Briar:

- a. students must leave Charlottesville city limits (on the Sweet Briar side) not later than 1½ hours before the closing hour.
- b. students must leave Lexington city limits (on the Sweet Briar side) not later than 1 hour and 15 minutes before the closing hour.

4. Student custody of automobiles:

a. Senior cars.

Seniors may have their own cars on campus throughout the year subject to regulations distributed to the members of the Senior class. (Granted for 1957-58, subject to review in the spring before extending it another year.)

Under no other circumstances may a student maintain an automobile while enrolled at Sweet Briar without the special permission of the Dean of Students. This rule prohibits equally the maintenance of automobiles owned by students and those owned by other persons but placed in the custody of students.

b. Temporary use of cars.

- 1). Students may have custody of another person's automobile only for a designated trip beyond the Amherst-Lynchburg area.
- 2). Permission must be obtained from the Dean of Students and the car must be registered in her office. (If a student is in Charlottesville or Lexington and wants permission to bring a car to Sweet Briar, she should call the Resident Counselor on Duty and register the car in the Office of the Dean of Students when the office is open.
- 3). A student must have her parent's permission to drive another person's car, and all passengers must have permission to drive with another Sweet Briar student. (All such parental permissions must be on file in the Office of the Dean of Students.)
- 4). There must be at least one other passenger with a student driver, and she may drive only between 7:00 a.m. and the dark hour as posted on Gray bulletin board.
- 5). While on campus the car must be parked at the parking lot by the Date House.
- 6). A student may operate the automobile of her family while they are visiting at Sweet Briar.
- 7). Students may not ask to borrow an automobile owned by a faculty or staff member. They may drive such a car only when asked to do so for the convenience of the owner.
- 8). *It is understood that*
 - a. in order to operate an automobile, the student must be a licensed driver.
 - b. these regulations do *not* authorize a student to hire an automobile to operate herself.
 - c. due precaution will be given to the number of passengers in the automobile and to the observance of all traffic regulations.

VI—Regulations Involving General Permission Blank

- A. Students must have parental permission for the following:
1. To motor with men off campus.
 2. To motor with men between Charlottesville, Va., and Sweet Briar or Lexington, Va., and Sweet Briar, distances of approximately fifty miles over mountainous roads, between 8:00 p.m. and midnight.
 3. To motor off campus in an automobile operated by another Sweet Briar student.
 4. To operate an automobile owned by another, with or without the owner present.
 - a. For general use
 - b. In cases of emergency
 5. To motor to distant points when on week-end absences or when leaving campus for a college vacation.
 6. To use commercial airlines.
 7. To visit men's colleges.
 8. To stay overnight at a rooming house.
 9. To stay at a hotel without a chaperon.
- B. These permissions will be required for each separate occasion unless a general permission is filed in the office of the Dean of Student's covering, for an individual student, the situations mentioned above.

VII—Social Regulations

- A. Social Affairs on Campus.
1. The names of all men guests must be registered in the dormitories. Entertaining men visitors for any length of time on campus, in Amherst or in Lynchburg is considered a date. All men visitors must be registered upon arrival in the Housebook.
 2. All dates must leave campus at the closing hour or at the termination of a late permission.
 3. Freshmen may have dates only on Fridays, Saturdays, and Sundays. Special permission for dates during the rest of the week must be obtained from the Chairman of the Social Committee, or, if she is off campus, from a house president. Such permission will be granted only if special occasion warrants it.

B. Social Affairs off Campus.

1. Students may not accept invitations to men's rooms or apartments in Charlottesville or Lexington unless they are in a group of not less than 3 people.
2. In Lynchburg, Amherst, Charlottesville, or Lexington, students may not attend parties in motel or hotel rooms. In localities other than these, students may do so if in a group of not less than 3 people. A student may visit or attend parties in motel or hotel rooms if her own or another student's parents are present.
3. When a student is staying in Charlottesville or Lexington the following rules must be observed:
 - a. Students may not go out in the morning before 7:00 a.m.
 - b. Students must return to the place where they are staying not later than 2:00 a.m.
 - c. All students attending a university dance week-end may stay out for an hour after the dance if the dance ends or extends beyond 2:00 a.m. For a special dance (i.e. law school dance) only students attending the dance may stay out after 2:00 a.m., if the dance ends at or extends after that hour.
 - d. Students neither entertain their dates after the hour stipulated nor go out after their return.
 - e. If a student is staying with her close relatives, or friends, she is expected to be at the place where she is staying at a time reasonably close (within $\frac{1}{2}$ hour) to the stipulated hour. If she wishes to remain with her date after this hour, at the home of her hostess, she should consult her hostess.
 - f. Thanksgiving and Mid-Year recesses.
 - 1). Students show their good taste and good judgment by returning to the place where they are staying at a time reasonably close (within $\frac{1}{2}$ hour) to the hour stipulated when college is in session. If a student wishes to remain with her date after this hour at the home of her hostess, she should consult her hostess.
 - 2). The hotel and apartment rules apply during Thanksgiving and Mid-Year recesses.

VIII—Dress Regulations

It is expected that each student will maintain a neat and fitting appearance at all times.

I. On Campus.

A. Outside of Buildings.

1. Blue jeans and short shorts must be *completely* covered by a skirt or a full length coat. (Transparent raincoats should not be used for this purpose.)
2. Bermuda shorts, slacks, pedal pushers, and kilts may be worn without a coat if *extreme neatness* is observed. This means shirt tails tucked in and the correct length maintained (for Bermudas, no more than 1½ inches above the middle of the knee cap.) Gym suits may be worn without a covering to and from gymnasium, tennis courts, and athletic fields only.
3. Students are asked not to wear Bermuda shorts on the arcades between Randolph and the Refectory, and Gray and the Refectory, during the hours of 10:00 A.M. and 2:00 P.M. on Sunday.
4. On the tennis courts, halters and bathing suits are not allowed.
5. Scarves are allowed on the condition that the hair is rolled up neatly and inconspicuously underneath the scarves not worn "bandana" style.

B. At Meals.

1. Shorts and gym suits must be covered by a skirt and are allowed at breakfast and lunch only.
2. Riding clothes and scarves may be worn at breakfast and lunch only.
3. No coats, blue jeans, slacks, pedal pushers are allowed at regular meals.
4. Pajamas may be worn to the 9:00-10:00 breakfast on Sunday morning *only*. When crossing campus for this late breakfast, pajamas must be *completely* covered by a full length coat and regular shoes must be worn.
5. *Dress for dinner*: no loafers, saddle shoes or socks except for Saturday and Sunday night suppers. (All other regulations apply here. Friday night and Sunday noon meals are dressy—stockings and heels are worn.)

C. In Parlors

1. Bermuda shorts may be worn in the parlors when entertaining dates or guests for a reasonable length of time (a period of about 10 to 15 minutes). This is to enable students who are planning to wear shorts to picnics or informal parties to do so without wearing a skirt over their shorts.
2. Bermuda shorts may be worn to meetings in the parlors which are held either around lunch-time or at 10 o'clock in the evening (house meetings, etc.). Students are asked not to wear shorts in the parlors to meetings held at 5 o'clock or 7 o'clock—at dinner hour with one exception: Judicial Board and other student groups which meet in the parlor over the Refectory may wear shorts at any hour.

D. In Academic and Fletcher.

1. Riding clothes are permitted.
2. Shorts, jeans, gym suits, slacks and pedal pushers are not allowed at any time during class hours and office hours (not even if just walking through the buildings.)
Exception: Shorts, pedal pushers and slacks are allowed when a student is going to a lab on the second floor of Academic, as provided under number 4 below.
3. Any of the above except gym suits is permitted after class and office hours if the person wearing them is going to study or type in one of the classrooms.
4. The individual professors shall decide whether or not the clothes listed in No. 2 are to be worn to the respective labs and studios.
5. Scarves are allowed if extreme neatness is stressed.

E. At Appointments.

1. Shorts, jeans, gym clothes, slacks, pedal pushers, and kilts are not allowed for a personal appointment with a member of the faculty or staff.
2. Scarves are not allowed.

F. In the Library.

1. Short shorts and gym clothes are *never* permitted.
2. Jeans, Bermudas, slacks, pedal pushers and kilts are permitted except in the Browsing Room.

G. Chapel or any gathering at which guests may be present.
(i.e., informal lectures, public performances.)

1. Students are asked not to wear shorts anywhere in the chapel area between 10:30 a.m. and 12:30 p.m. on Sundays.
2. Bermudas may be worn *only* to Lenten evening chapel.
3. Scarves are not allowed.

II. Off Campus.

A. In Lynchburg.

1. Dress shoes and stockings are worn; never saddle shoes, loafers, or socks.
2. Scarves are worn only in bad weather.

B. In Amherst.

Jeans, slacks, short shorts, Bermuda shorts, pedal pushers and kilts must be covered by a full length coat. Skirts must be worn at Tommie's except when staying less than five minutes.

C. Public Transportation.

A college is judged by the appearance and conduct of its students wherever they may be. When using public transportation (trains, buses, planes, etc.), students should be particularly aware of this.

III Penalties

A. Failure to wear Bermuda Shorts in the correct manner will result in that student's privilege of wearing Bermuda Shorts being removed for a period of one week. She may during that week wear shorts only in her room and in the upper levels of the dormitory (not on the main floor if her dormitory has a parlor.)

B. Students who fail to cover *all* their curlers in the manner prescribed will be penalized by removal of housebook privileges for a period of one week.

EACH INDIVIDUAL IS RESPONSIBLE FOR UPHOLDING DRESS REGULATIONS.

IX—Smoking Regulations

A. Students at Sweet Briar may smoke in the following places:

1. The Dells.
2. The roads leading off the immediate campus except the road to the gate.

REGULATIONS

3. The arcades in the residential quadrangle (the passageway leading from the ground floor of Randolph to the entrance of Manson Hall is not considered an arcade).
 4. Big Commons, and Little Commons until 1:00 a.m. Other smoking rooms in the dormitories will close at midnight.
 5. The Common Rooms after 1:00 a.m., during the examination periods only.
 6. Dew, Gray, Randolph, Grammer, Reid parlors with guests only or during meetings.
 7. The Inn, subject to arrangements made by the Boxwood Inn Committee.
 8. The refectories at dinner on Friday and Saturday nights, Sunday noons, and late Sunday breakfast.
 9. At the lake in the Recreation Room, and on the upper sun deck, in a party registered with the Head of Lake.
 10. In faculty and staff offices when a faculty or staff member is present and gives permission.
 11. In the Student Waitresses' room in the Refectory.
 12. Outside Fletcher Auditorium, Manson, and the Gymnasium during intermissions of special college events.
 13. In cars on campus.
 14. The Date House.
 15. In A. A. room during meetings and special college functions.
- B. Smoking regulations may be revised only after consultation with the proper authorities.

X—Drinking Regulations

- A. There shall be no drinking at Sweet Briar College either by the students or by their guests.
- B. Students may not have alcoholic beverages in their possession on campus.
- C. Although the Association does not undertake to give legal advice, it wishes to call the attention of everyone to the Virginia State Law concerning alcoholic beverages. According to this law, it is a misdemeanor (1) for any holder of a license to sell any alcoholic beverages to any person who is less than twenty-one years of age, (2) for any person under twenty-one years to falsely represent his age to be twenty-one or older in order to purchase alcoholic beverages and (3) for any person to purchase alcoholic beverages for another person who he has reason

to know is under twenty-one years of age. Beer with an alcoholic content of 3.2 may be sold to those 18 years of age or older. Students while residents in Virginia are expected to conform to this and all other laws of the state.

XI—College Property

A. Students are expected to show careful consideration for College buildings, grounds, or any other College property.

B. Disregard of Library Rules concerning books and periodicals is a student Government offense (see page 71). **You are especially reminded that the intentional removal of any library book under any circumstances not included under library regulations shall be considered as a serious breach of the honor system.**

XII—Extracurricular Activities

A. An activity will be defined as any organized function which will consume time and energy outside a student's academic pursuits and preparation. All activities shall be supervised by the Vice-President of the Student Government Association, who shall consult regularly with the Dean's Staff and the College Physician.

B. Extracurricular activities shall be checked after the first six weeks of each semester and after mid-year examinations. Each student carrying several extracurricular activities who receives a warning or is otherwise deficient in her work shall be advised or compelled to limit her activities as the Chairman and the Dean's staff and College Physician see fit.

C. Students shall list their activities at the beginning of each term—the first being from the opening of college in the fall to the beginning of Christmas vacation, the second being from Christmas vacation to spring vacation, the third being from spring vacation until the close of college.

D. No member of the Executive Council, the Judicial Board, president or treasurer of any organization, or member of the YWCA Cabinet may hold any other office. No member of the Executive Council or the Judicial Board may serve on Orientation.

E. The above regulations assume that a student has her class standing, a credit ratio of 1 or better for the preceding semester and that the maximum number of hours she is carrying is sixteen (16).

F. No student may engage in more than three (3) self-help activities

G. For any variation from D,E,F special permission must be obtained from the Vice-President of the Student Government Association, from the Dean's Staff, and the College Physician.

H. Nominations for officers and names of candidates for membership in all clubs and organizations must be submitted to the Vice-President of the Student Government Association, the Dean's Staff, and the College Physician for approval before the election takes place.

I. A student must fulfill the following requirements to be eligible to hold office:

1. A student who is deficient in her academic work or who is not in good health is ineligible for office in the Association. Deficiency in academic work shall be defined as failure to maintain a credit ratio of 1, as defined by the Dean's staff. Health qualifications shall be determined by the College Physician.

2. To be eligible for the office of President of the Association, or Judiciary Chairman of Student Government, a student must have a credit ratio of 1.0 for the preceding years, and a credit ratio of 1.5 with no F, for the preceding semester. A member of the Student Executive Board or of the Judicial Board must have a credit ratio of 1.0 for the preceding years and a credit ratio of 1.2 for the semester preceding her election. To be eligible for Editor of the *Briar Patch*, *Brambler*, or *Sweet Briar News*, a student must have obtained a credit ratio of 1.5, with no F, for the preceding semester. The President of the Freshman Class, and the two (2) Freshman members of the Judiciary Board may not be elected until the six weeks' grades have been reported, and no student warned in any subject is eligible.

XIII—Student Activities Fund

Financial Management of Student Organizations

Section 1. To cover annual dues of the various student organizations of the college, and to support various other student enterprises, a Student Activities Fund has been created. By vote of the student body this fee of \$30 is to be paid by every student in the college. Checks should be made payable to the Student Activities Fund and deposited with the Treasurer of the Student Government Association by October 12.

Section 2. All organizations handling amounts of money shall maintain organization accounts in one of the local banks.

Section 3. Organization accounts shall be kept in books approved by the Finance Committee.

Section 4. Accounts of all organizations receiving money from the Student Activities Fund and those which handle considerable amounts of money shall be audited at least three times a year by the Assistant Treasurer of the College, at the scheduled time agreed upon by the Treasurer of Student Government and the Assistant Treasurer of the College. These organizations shall file with the Assistant Treasurer of the College an annual report of the financial transactions at the end of the fiscal year, April 30.

XIV—Hazing Regulations

A. Hazing of any kind is expressly forbidden.

B. No fancy dress nor initiation costumes may be worn to the library or to any academic appointment.

XV—Secret Organizations

All secret organizations are forbidden by order of the Board of Overseers of the College.

XVI—ACADEMIC RULINGS*

I—Registration

1. All students complete their registration at the opening of the academic year by the time designated in the schedule for the opening week.

Registration at the opening of the year consists of (1) signing a return card upon arrival; (2) paying the college fees; (3) enrolling for classes.

2. All students are expected to be present at the Convocation at the opening of the academic year. Rooms will not be held for students beyond the hour set for Convocation, unless satisfactory excuse has been presented to the Dean by letter or telegram before that time.

3. Registration for courses is scheduled in the spring of each year. During the opening week in September, all new students complete registration for courses, and opportunity is then given returning students to revise their schedules. *Enrollment in all courses is closed at the end of the scheduled time of registration.*

*Note: Other faculty rulings will be found in the catalog of the college or in the Handbook of Faculty Rulings. The numbers in this handbook follow the numbers in the Handbook of Faculty Rulings.

If a student believes she has valid reason to revise her schedule after classes begin, and if her faculty adviser so recommends to the Dean in writing, the Dean in conference with the student will consider the advisability of such a revision. If the Dean approves such revision, the student presents to the Recorder permission signed by her faculty adviser, the instructor and the Dean. Enrollment is completed when the student presents to the instructor a card signed by the Recorder. Every revision must be completed within the first two weeks of classes. The Dean has the power to modify the operation of this rule when the case of any student is, in her opinion, exceptional.

4. To drop a course a student must present to the Recorder permission signed by her faculty adviser, the instructor, and the Dean. The student remains a member of the class until the instructor receives from her a withdrawal card signed by the Recorder.

5. No student will be permitted to drop any course within four weeks of the examination period without the special permission of the Executive Committee.

6. A student may register for a course with stated prerequisites only if she has met the requirements indicated. Prerequisites may be waived in the case of individual students with the consent of the Dean and the approval of the head of the department and the instructor concerned. This authority is delegated by the Executive Committee.

7. A student must obtain special permission from her faculty adviser and the Dean, and the approval of the College Physician, in order to carry more than sixteen hours of academic work, more than six different courses, or an extracurricular course.

8. A student may not carry less than twelve credit hours of academic work unless she is taking non-credit courses in music or art, in which case she must carry at least nine credit hours. The Dean is empowered by the Executive Committee to grant exceptions to this ruling, with the approval of the adviser and, if the reason is one of health, with the recommendation of the College Physician.

II—Graduation Requirements and Class Standing

1. In order to be eligible for a Sweet Briar degree, a student must have had a minimum residence of two academic years, one of which must be the final year.

2. To be eligible for graduation a student must complete a minimum of 120 semester hours of credit in addition to the physical education requirement.

3. Every student must have for graduation a minimum of 120 quality points and a credit ratio of at least 1 for her entire course. Quality points and the credit ratio are computed as follows: each semester hour graded A counts 3 quality points; B, 2; C+, 1.5; C, 1; D, 0; F, -1. The credit ratio is the ratio of the total number of quality points to the total number of hours taken. These hours include courses which are reported incomplete, conditioned and failed. Hours of physical education are not included in computing the credit ratio. A credit ratio of 1 is equivalent to a C average.

4. Credit accepted on transfer or for summer school work does not affect the credit ratio at Sweet Briar.

5. A student transferring from another college or offering summer school work for credit is required to make for graduation a credit ratio of 1 upon the work pursued at Sweet Briar.

6. (a) Every student is required to have for graduation a major rating of at least 1. The major rating is defined as the credit ratio for all courses taken in the major subjects (not allied courses) exclusive of courses not allowed to count for the major.

The major rating in an interdepartmental major is defined as a credit ratio of at least 1 on the thirty-six hours presented by the individual student to fulfill the major requirement, exclusive of courses which may be also allowed to count for other degree requirements.

A student reading for honors must also have a major rating of at least 1 in order to graduate.

(b) Each student must pass a comprehensive examination as part of her major requirement. This examination is to be taken in the final semester of work for the degree. There are three possible ratings—pass, fail and distinction, and these are not computed in the major rating. All grades for comprehensive examinations shall be sent to the Recorder's office, which shall notify the student whether she has passed or failed the examination.

7. A student shall be reported by the Dean to the Executive Committee at the end of the first semester of her senior year if her graduation seems doubtful.

8. For senior standing a student must have passed 88 semester hours of work, with 88 quality points and a cumulative credit ratio of 1, and must have met the requirements in Health Education, Physical Education, Speech, and in a foreign language.

9. For junior standing the requirements are: in the first semester 52 semester hours and 52 quality points; in the second semester 70

semester hours and 70 quality points. No student who has an entrance condition may have junior class standing until such condition is removed.

10. For sophomore standing the requirements are: in the first semester 25 semester hours and 25 quality points; in the second semester 39 semester hours and 39 quality points.

11. A student who is notably weak in her work will be put on probation, and if her work does not improve may be requested to withdraw from college. Every student on probation will be notified by the Dean, and reported to the faculty.

12. (a) A freshman whose work is wholly unsatisfactory in the first semester, or who has not achieved satisfactory work by the end of the year, will be ineligible to return to college.

(b) In all other cases any student who has not achieved satisfactory work after two consecutive semesters of probation, or after any three semesters of probation, will be ineligible to return to college. The Committee on Student Eligibility is empowered to modify the operation of this ruling in exceptional cases.

13. (a) A student who after eight semesters of work fails to meet the credit ratio or the major rating required for graduation, or who in the final year of this time has failed a course, may be permitted to return to college for one semester in the year following. She is expected to carry a normal schedule of work and must have a credit ratio of 1 for her entire course, and a major rating of 1 in order to obtain her degree.

(b) If a student fails the comprehensive examination in her major, she is eligible for only one re-examination, which may not be taken until the following September. She must pass the comprehensive examination within the academic year after first taking it, in order to obtain her degree.

14. The student is herself responsible for fulfilling the requirements for graduation.

III—Advanced Standing and Summer Work

1. Application for advanced credit at Sweet Briar, on the basis of work pursued elsewhere, must be made to the Dean, as chairman of the Committee on Advanced Standing, and on the recommendation of the Committee, may be granted by the faculty.

2. Students wishing credit at Sweet Briar for summer school work should receive in advance, on cards provided by the Dean,

written approval of the head of the department concerned and of the Dean. Only in exceptional cases will credit be otherwise granted.

3. No transfer credit will be granted for work in which a grade below C has been obtained, whether taken in summer school or offered for advanced standing from another institution.

IV—Examinations and Grades

1. All tests and examinations are given under the honor system. The student's signature to any written work is regarded as a guarantee of honest work.

2. (a) General examinations are held twice a year. One or two days before each examination period are reserved for independent study and review. No assignments may be made for those days or for the free days within the examination period, with the following exceptions: (1) a student may make up work with faculty assistance at the student's request; (2) the ruling does not apply to examinations under the Honors Plan of Study.

(b) Senior Comprehensive Examinations are held in regular class rooms from 1:30 to 4:30 p.m. on two successive afternoons in May, the dates to be determined each year. Departments which give examinations of more than four hours and prefer to have them in one day, may extend the examination into the evening.

3. Any change in the scheduled hour of an examination must be made through the office of the Recorder.

4. Examinations must be terminated promptly at the end of the designated time.

5. An examination is given in each course at the end of each semester unless the department concerned decides upon some other means of testing. Substitution of a special piece of work for a final examination must be reported to the Dean and the Recorder before the posting of the examination schedule. A copy of each course examination both mid-year and final, shall be filed in the Recorder's office for the information of the faculty.

6. (a) In courses which are indicated in the catalog by semester numbers which are connected with a hyphen, grades are recorded in the Recorder's Office both at mid-year and at the close of the year, but the latter represents the permanent grade for the course, unless a grade of F was given at mid-year. In that case the depart-

ment concerned will judge whether the work of the first semester must be repeated and whether, if a passing grade is received during the second semester, that grade may be given to cover the entire year. If a student receives a grade of *F* at the end of the year, after having passed the work of the first semester, in reporting the grade the instructor should indicate whether both semesters or only the second semester must be repeated before a final grade may be given in the course.

(b) In courses which have the semester numbers separated by a comma, the grade shall be recorded by semesters or for the year in accordance with the desire of the department concerned. If the grade is to be recorded for the year, the conditions of section (a) are to be observed.

7. In courses extending throughout the year which are numbered above 100, the final examination may, at the option of the instructor, be a three-hour examination, in order to include questions bearing upon the work of the first semester in its relation to the work of the second semester.

12. If a student is unable to take an examination at the scheduled time because of illness, she shall report immediately to the Infirmary. The College Physician, in consultation with the instructor concerned, shall determine the time and place for a deferred examination. If a student is absent from a course examination for other reasons she must forfeit the credit for the course unless she presents for such absence a reason satisfactory to the instructor and the Dean.

14. Grades are to be assigned with the following meaning: *A* indicates excellent work; *B*, very good; *C*+, good; *C*, fair; *D*, poor but passing; *F*, a failure. Grades above *D* are called credit grades.

“Condition” indicates that in the judgment of the instructor, a student should be given an opportunity to present further evidence of her proficiency before receiving a final grade for a course because (a) after doing satisfactory work she has failed a final long paper or examination; or (b) her work, while not clearly indicating failure, is not of passing quality, yet a repetition of the course is not educationally desirable.

“Incomplete” indicates that a substantial piece of required work in a course has not been completed because of circumstances which merit an extension of time.

15. (a) "Failure" in a required course shall be removed by repeating the course in class within a year from the time incurred. Whenever a student fails to meet this requirement her case will be referred by the Dean to the Executive Committee.

(b) "Condition" incurred at the end of the first semester shall be removed before the Spring Vacation—unless a later date is designated by the instructor with the approval of the Dean and reported to the Recorder.

"Condition" incurred at the end of the second semester shall be removed within two weeks of the beginning of the following semester—unless a later date is designated by the instructor with the approval of the Dean and reported to the Recorder.

(c) "Incomplete" shall be removed within two weeks of the beginning of the following semester—unless a later date is designated by the instructor with the approval of the Dean and reported to the Recorder.

16. (a) If a student fails an elective course, she may either repeat the course or substitute for it some other course. She is to be guided in her decision by the recommendation of the instructor, the counsel of her adviser and the approval of the Dean.

(b) A failure in a required course must be removed by repeating the course in class. This may be done at Sweet Briar or at another institution, subject to the approval of the Dean and the head of the department concerned.

If a student has twice failed a required course, the question as to whether she shall be permitted to remain in college shall be presented to the Committee on Student Eligibility.

(c) A failure in a course in physical education must be made up by repeating the course at Sweet Briar, unless the Department of Health and Physical Education prescribes some other method.

17. "Condition" may be removed (a) by passing a re-examination, or (b) by completing such work as will reveal the student's knowledge of the course, or (c) by repeating the course, if the student elects to do so. If the condition is to be removed by method (a) or (b) the instructor, in consultation with the Dean, shall determine:

- (1) the method by which the conditioned grade shall be removed
- (2) the date of the re-examination if method (a) is advised, or
- (3) the work required, and the date of completion, if method (b) is followed.

When the student meets the requirement, the definitive grade shall be recorded. When the student fails to meet the requirement within the specified time, the grade of *F* shall be recorded.

When a student receives a "condition" on the first semester's work of a course which continues throughout the year, the department concerned determines whether the student shall have an opportunity to remove the "condition" within the specified period, or whether the student's grade at the end of the second semester shall be the final grade for the year-course, without special re-examination or completion of additional work on the work of the first semester.

A student who is ineligible to return to Sweet Briar and who has a "condition" shall be given an opportunity to remove the "condition" only by examination. She shall take the examination at the time indicated by the Faculty Rulings and her instructor, and shall take it here at this college.

"Incomplete" may be removed by completing the incomplete work of the course. When the student meets this requirement, the definitive grade shall be recorded. When the student fails to meet this requirement, within the specified time, the grade of *F* shall be recorded.

18. A student who receives notice of *failure, condition, or incomplete* should communicate promptly with the instructor concerned. In the case of a condition, if the student chooses to remove it by repeating the course, she should at that time notify the instructor of her decision.

19. Students who have met the degree requirement in a foreign language by passing an achievement examination shall be reported to the Recorder by the department concerned.

20. All examinations on summer reading must be given within two weeks of the opening of college in September.

V—Absences from Academic Appointments

2. If an instructor fails to meet his class without previous notice, the students shall remain in the classroom for ten minutes after the second bell has rung.

3. (a) A student is expected to attend her classes regularly and to keep her other academic appointments. Responsibility for attendance rests with the student.

(b) By the fifteenth of each month of the college year, a report shall be made to the Dean's Office of all students who in the judgment of the instructor have been absent from class to the detriment of their work.

4. If at any time a student's work is unsatisfactory, the instructor may notify her faculty adviser.

5. All work missed shall be made up promptly, and in advance of the absence if it can be anticipated. Students must take full responsibility for requesting instructors for assistance in making up work. The instructor may refuse to grant such assistance, if he sees fit. Students may, with the permission of the instructor, change from section to section in order to make up work. They may not do so in order to remove records of absence, nor to leave college early before a vacation or recess, nor to return late therefrom.

6. Students must attend all scheduled classes and meet all academic appointments on the day of the beginning of a vacation or recess and on the day after a vacation or recess. An unexcused absence from class on those days will be regarded as a serious breach of the academic regulations, for which an appropriate penalty shall be imposed by the Dean.

The return to campus after vacations and recesses is subject to the following regulations:

(a) *A student may not schedule an arrival by train, bus, car, or plane between closing hour and 6:00 a.m.*

(b) Thanksgiving and mid-year recesses. If students choose to arrive after 6 a.m. but before their first class on Monday, such late arrival is to be counted as an overnight absence.

(c) All excuses for absence from college after a vacation must be presented to the Dean by letter or telegram before the hour set for return to college. A late return will be excused only if a physician advises it or if due to some serious family condition. In case of illness, the student must present a physician's certificate and report to the college physician immediately on her return. In the second case she must present a letter of full explanation from her parent or guardian.

7. A student who is absent more than four weeks may re-enter classes only with the permission of the Dean, and only in exceptional cases will be permitted to carry a full schedule of courses.

VII—Honor System*

1. At the beginning of each course, the instructor shall make to the class a careful statement of the bearing of the honor system on the work of that course.

2. If an instructor observes a possible breach of the honor system, he should promptly confer with the student involved. Unless convinced that no such breach has occurred, the instructor should urge the student to report the affair to the Judiciary Chairman of the Student Government Association. If the student neglects to do so promptly, the instructor should so report the case himself. When consulted by a student concerning suspicious work which she has observed, the instructor should advise the student to discuss the case with the Judiciary Chairman of Student Government. If an instructor is in doubt about the best procedure in a given case, he should consult the Dean or the President of the college.

3. Expulsion, suspension and, in the case of academic matters, parole shall be recorded in the student's permanent record.

VIII—Faculty Advisers

1. Every new student is assigned to a member of the faculty who is to act as her special adviser in regard both to curricular and extracurricular activities.

2. Second year students usually continue under the direction of their first year adviser, but, after consultation with the Dean, may select another adviser whenever desirable.

3. After a student has chosen her major field in the spring of the sophomore year, her work will be directed by her major professor.

XI—Miscellaneous

5. A student in any department found to be deficient in English may be referred to the Department of English for special work in composition.

*For full details of the Honor System, see the statement on the Honor System on page 15.

Dean's Staff

DEAN (7 Fletcher)—BY APPOINTMENT

1. Academic counselor for junior and senior classes.
2. Admission with advanced standing.
3. All summer school work.
4. Withdrawal from college, readmission after withdrawal.
5. Scholarships.
6. Loan fund.

ASSISTANT DEAN

Office Hours in Dean's Office, 7 Fletcher: To be announced

Office Hours in Vocational Guidance Office, 4 Grammer: To be
announced

1. Academic counselor for freshmen and sophomores.
2. Academic eligibility for extracurricular activities.
3. Advisor to foreign students.
4. In charge of College Calendar.

DEAN OF STUDENTS

Office Hours, Dew Dormitory:

Monday, Wednesday, Thursday, Friday and Saturday
9:00 a.m. to 12:15 p.m.

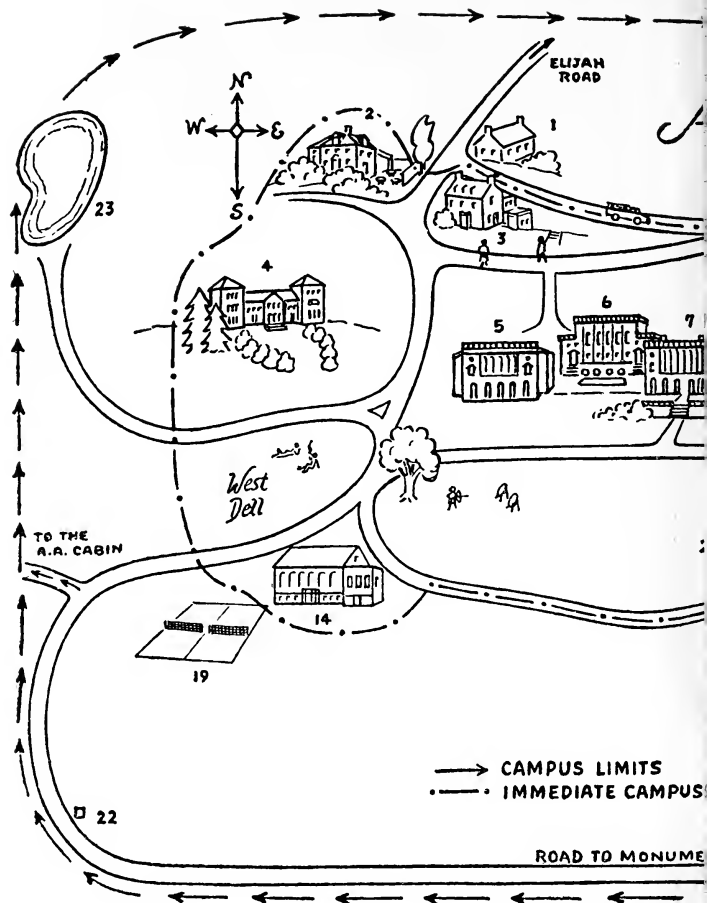
Monday, Wednesday, Thursday and Friday
2:00 p.m. to 4:30 p.m.

1. All matters pertaining to social affairs.
2. Self-employment.
3. Rooming arrangements.
4. All matters pertaining to extracurricular activities, except academic eligibility for such activities.

Hours for signing overnight permission slips; Dew Office:

Wednesday, Thursday 2:00 p.m. to 4:30 p.m.

*At no other times except for late invitations and in cases of
emergency.*

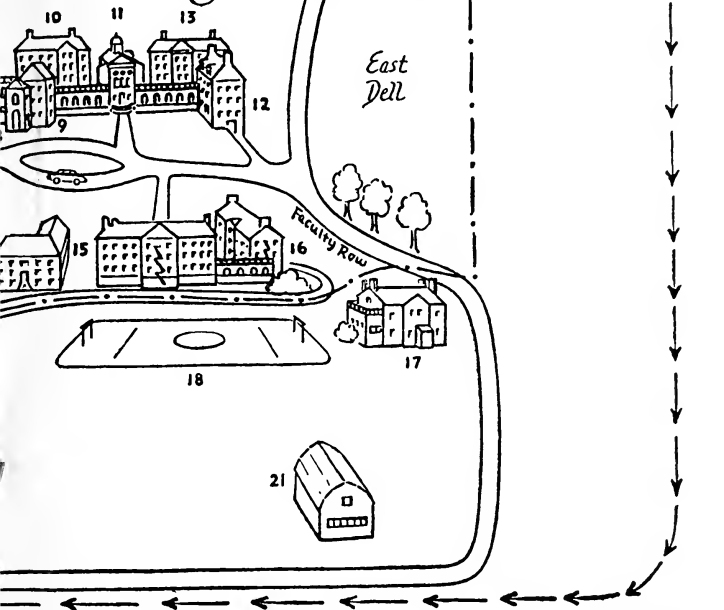


1. Music Building
2. Boxwood Inn
3. Book Shop and Post Office
4. Sweet Briar House
5. Fletcher

6. Library
7. Academic
8. Information Office
9. Gray
10. Carson

- 11.
- 12.
- 13.
- 14.
- 15.

Map of the Buildings of Sweet Briar College



Factory
ndolph
nson
mnasium
d

16. Grammar
17. Infirmary
18. Hockey Field
19. Tennis Courts
20. Daisy's Den

21. Dairy
22. Monument
23. Lake
24. Dew

RESIDENT COUNSELORS

A member of the faculty or staff serves as Resident Counselor in each dormitory except Carson, where the Resident Counselor in Gray assumes duty. The Resident Counselor represents the Dean of Students in the dormitory and stands ready to cooperate with the House President and other officials of the Student Government Association in the encouragement of congenial dormitory living. Early in the year she becomes personally acquainted with each girl in her dormitory and endeavors to help old and new students to become acquainted with each other. She is ready at all times to give counsel on any personal, social or academic problem about which a student wishes to consult her.

THERE WILL BE A RESIDENT COUNSELOR ON DUTY EACH NIGHT IN THE WEEK AND OVER THE WEEKENDS TO GRANT OVERNIGHT AND SPECIAL PERMISSIONS, HANDLE EMERGENCIES, TAKE TELEPHONE CALLS AND RECEIVE TELEGRAMS THAT WOULD OTHERWISE GO TO THE DEAN OF STUDENTS. When calling or wiring the college during week nights and over weekends, students should place calls or send telegrams to the Resident Counselor on duty. The switchboard operator at Sweet Briar will know who is Resident Counselor on duty.

THE MARY HELEN COCHRAN LIBRARY

No attempt is made here to give you a detailed introduction to the use of the library. However, you should find the brief description of the book collection, the diagram of the floor plans, and the summary of the regulations and privileges helpful during your first weeks.

One of the chief functions of the library staff is to help students find library material. You should never leave the library without locating the book or piece of information for which you came. The library assistant whom you will find at the desk will help you search if you are having difficulties.

Library Hours**MONDAY — FRIDAY**

8:30 a.m. — 12:30 p.m.

1:30 p.m. — 5:30 p.m.

7:30 p.m. — 10:00 p.m.

SATURDAY

8:30 a.m. — 12:30 p.m.

1:30 p.m. — 5:30 p.m.

SUNDAY

2:30 p.m. — 5:30 p.m.

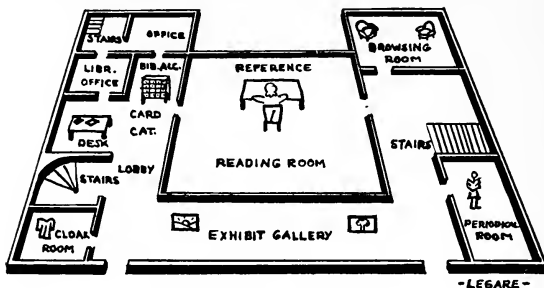
7:30 p.m. — 10:00 p.m.

The Library is open on Saturday evenings before each examination period. Hours during vacations and holidays will be posted. The Study Gallery may be used for study until 12:00 midnight.

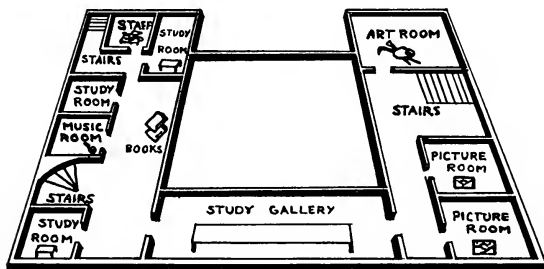
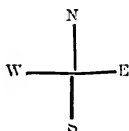
Book Collection

The Mary Helen Cochran Library has in its collection over 89,000 volumes. The majority of these are shelved in the book stacks, but a certain number are shelved in other parts of the library. Become familiar with the arrangement of the collection by consulting the accompanying plan of the various rooms of the building.

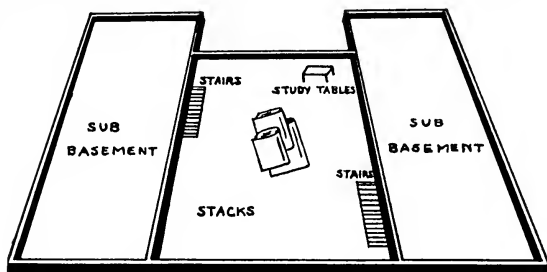
THE BOOK STACKS. There are two floors of book stacks in the library, the upper and the lower stacks. In the upper stacks, all books with call numbers beginning with 800 (Literature) and 900 (History) are shelved. In the lower stack are found the 000-700 books, and bound volumes of periodicals.



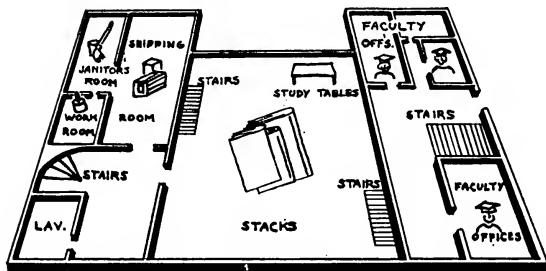
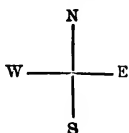
GROUND FLOOR



SECOND FLOOR



LOWER STACKS



UPPER STACKS

READING ROOM. This is the main room and on its bookshelves are the Reference Books most frequently needed (dictionaries, encyclopedias, biographical dictionaries, atlases, etc.). Reserve Books, that is, books designated by members of the faculty for required reading, are also shelved in the Reading Room. They may be taken out one-half hour before closing, and must be returned when the library opens next day.

BIBLIOGRAPHICAL ALCOVE. Here are found bibliographies on almost every subject as well as most of the periodical indexes. The Book Review Digest, an index to book reviews, is also here.

MUSIC ROOM. This special collection contains approximately 1,950 volumes on music. Books with Carnegie Collection bookplates may not leave the library building. Other books may be borrowed for two weeks.

ART ROOM. This room contains over 2,850 books on the various aspects of art. During the day they must be read in the Art Room. Certain of these may be borrowed for overnight loan only. Reference books and books bearing bookplates marked Carnegie Collection may not be taken from the library building.

BROWSING ROOM. This is an attractively furnished room which is reserved for recreational reading, not for studying. It contains 1,553 volumes, old titles and new. These books must be read in the room itself and do not circulate. They are arranged by broad subjects—fiction, poetry, essays, plays, travel, etc. Available for consultation in a loose leaf notebook is a list of these books according to the above classification.

PERIODICAL ROOM. The currently received periodicals number approximately 460. A list of these is posted on the bulletin board. The back issues of these periodicals are bound and shelved separately in the lower stacks on the east side (see accompanying plan). Periodicals may not be borrowed, but must be read in the Periodical Room, or if bound, in the stacks. Daily newspapers are also kept in this room.

The Periodical Room is open during lunch and dinner as well as during the regular scheduled hours.

UPPER HALL. Some music books are shelved here as are also books belonging to the Carry Nature Sanctuary (a collection of books about nature and wildlife). Photography, riding, and dance books are also shelved here.

REGULATIONS AND PRIVILEGES

A copy of Library Regulations and Privileges will be given to each newcomer during Orientation week. A digest of some of these rules is listed below. Please read this carefully as well as the complete copy when later received. The Student Government has approved these rules and observance of them is part of the Honor System.

General Conduct

Quiet in the library must be maintained at all times.

The person who signs the book cards is responsible for the safe and prompt return of all books issued to her.

Stack books, new shelf books and music books may be borrowed for 14 days and may be renewed. Reserve books, art books and some reference books may be borrowed for overnight use only. Browsing Room books, periodicals and most reference books do not circulate.

A student taking books from any area without signing for them at the Desk will be considered to be disregarding library regulations and she will be liable to Student Government discipline.

Information in regard to fines for late returns and charges for lost books will be provided each new student during her library tour.

Failure to pay fines makes a student liable to having library privileges suspended. This means that a student may not use the library in any way whatsoever until the fine is paid.

Books and periodicals are college property. Care should be taken at all times to handle them with respect. Many of the works that you will be using are out-of-print and therefore difficult and expensive to replace. Never mark or underline a library book. Snow and rain are also injurious, be sure to protect library books in returning or taking them out during bad weather.

Personal belongings, books, notes, etc., must not be kept in the library. The cloakroom is reserved for this purpose.

Ink must not be used at the catalogue, or when using reference books, or in the Browsing Room. Ink bottles must be kept in the cloakroom.

After reading the above you will have a fair understanding of the use of the library. Do not fail to ask the library assistants for any help you may need.

RELIGIOUS LIFE AND SERVICES

Sweet Briar is non-denominational, but it endeavors to emphasize the importance of religion in human life and to cultivate spiritual living.

For the Sunday services in the Chapel, visiting ministers are invited from many states and various denominations. The eleven o'clock service on the first Sunday of each month is a communion service. There are early communion services on several Sundays as well as on Holy Days. The noon-day chapel services on Tuesday and Friday are conducted by faculty and staff members, outside speakers, or students, while the daily evening services during Lent are entirely the charge of the students. Churches in nearby Amherst and Lynchburg all welcome students to participate in their services and their activities.

Students have opportunity for informal discussion at meals with visiting ministers and also frequently for scheduled discussion groups and individual conferences.

Working in close cooperation with the Young Women's Christian Association in the religious activities of the campus community is the Church and Chapel Committee, composed of certain officers of Student Government and of the Y.W.C.A. who serve ex-officio, two elected representatives from each class, and a number of faculty members. This committee has general responsibility for the arrangement of college services and for the choice of the philanthropic work for which the church offerings shall be used.

THE YOUNG WOMEN'S CHRISTIAN ASSOCIATION OF SWEET BRIAR COLLEGE

Executive Committee 1957-1958

<i>President</i>	ETHEL OGDEN
<i>Vice-President</i>	MARY LANE BRYAN
<i>Secretary</i>	NINA THORNTON
<i>Treasurer</i>	DOTTIE MOORE
<i>Head of Orientation Committee</i>	BETSY DUKE

Purpose

The Sweet Briar Y.W.C.A. encourages all students of all faiths to join together in worship and service. They aim to fulfill the purpose of the National Y.W.C.A. "to unite in the desire to realize full and creative life through a growing knowledge of God, . . . to have a part in making this life possible for all people . . . and in this task to understand Jesus and follow him."

Membership

According to the system of modified automatic membership, every student is a member of the Y.W.C.A., unless she informs the President that she does not wish to be a member. Any student's individual position will be respected in this matter.

Cabinet

The Executive Committee with six class representatives, four Commission Heads, four Committee Heads, a Special Project Head, and the faculty advisor make up the Cabinet. This group meets every other Wednesday afternoon, and all members of the Association are invited to join this open meeting.

Orientation

The Orientation Committee is an organization which works throughout the year to help new and foreign students feel more a part of Sweet Briar and to acquaint them with all phases of college life. By means of informal gatherings given at various times during the year, the new students will have opportunities of meeting upperclassmen and faculty, and of learning about the social and academic functions of the college. The members of the Committee who act as Big Sisters are present during the first week of school to welcome the students.

Class Projects

Each class at Sweet Briar assumes responsibility for a project which is directed by the class representative to the Cabinet. The freshmen have a Council of three members on the Cabinet who direct the Freshmen Class project. The Senior Class Representative coordinates the class projects.

The projects are:

Freshmen	Watts School for Negro Children (If accepted by the class in the Fall)
Sophomores	Oak Hill School for Negro Children
Juniors	Coolwell School for Negro Children
Seniors	The Lynchburg Hospital and Training Center

Entertainment and elementary instruction in handicrafts, sewing, recreation, and many other activities are provided during weekly visits. Some Y.W.C.A. funds are used to provide materials for these activities and to increase the School's limited supplies. Several parties are given throughout the year for the children and often they come to Sweet Briar and give special entertainment. The work in these projects is one of the most rewarding activities sponsored by the Y.W.C.A.

The "Y" Commissions

The YWCA of Sweet Briar provides opportunity for discussion and action in four key areas. The Commissions and their student leaders are:

Christian Faith and Heritage	Edie Knapp
Personal Growth	Elizabeth D. Smith
Social Responsibility	Suzanne Brown
World Relatedness	Eleanor St. Clair

The purpose of this commission plan is twofold: To give every student at Sweet Briar an opportunity to participate in the work of the Y.W.C.A.; and to join with the faculty, students, and other members of the community in discussion, debate, and action on matters which are of vital concern to us as responsible individuals.

Worship

The Worship Committee sponsors Student-led Sunday Vesper Services and Wednesday night Dorm Devotionals. These are held in the Dell, the Slave Cabin or the Chapel depending on the season. During the year several Exchange Vespers with near-by colleges are planned to vary the services.

Other Programs

Occasionally, the YWCA invites an outside speaker or minister to hold a series of religious talks and discussions. These people usually spend several days on the campus and, in addition to conducting frequent discussions, they are available for individual conferences. Often Joint-Deputations are arranged with other colleges to bring the Foreign Students or members of the Associations together in closer fellowship. A Study Group with the Phyllis Wheatley YWCA in Lynchburg and a Four College Discussion Group are among the other programs open to student and faculty participation.

OFFICERS OF THE ATHLETIC ASSOCIATION

<i>President</i>	JEAN LINDSAY
<i>Secretary</i>	ADRIANNE MASSIE
<i>Treasurer</i>	POLLY SPACE

HEADS OF SPORTS

<i>Archery</i>	To be elected
<i>Basketball</i>	PENNY FISHER
<i>Cabin</i>	KATHY TYLER
<i>Dance</i>	TEENY BELL
<i>Games</i>	BEA SHWAB
<i>Hockey</i>	BETSEY WORRELL
<i>Lacrosse</i>	ALIBEL WOOD
<i>Lake</i>	JUDY GRAHAM
<i>Riding</i>	SARAH BENTON
<i>Softball</i>	SISSY WINSLETT
<i>Tennis</i>	LIZORA MILLER

THE ATHLETIC ASSOCIATION

Life at Sweet Briar is essentially an outdoor life. The great variety and beauty of the countryside offers students the splendid opportunity to participate in sports of almost every kind. The purpose of all activities, whether organized or informal, is to promote good health, individual skill, fun, and relaxation through the guidance of the Athletic Association and the Department of Health and Physical Education. Every student is a member of the Association and is entitled to the use of all athletic property, such as tennis courts, hockey and lacrosse fields and the boathouse. To those who show the most widespread interest and participation, the Athletic Association Executive Committee awards Sweet Briar seals, medals, and blazers.

Eligibility

1. All members of the Athletic Association, if physically qualified in the judgment of the physician, may join any sport, provided they agree to the rules of the sport.

2. A student may represent that class team of which she is a member; membership is to be determined by her credits in the Recorder's office. Exceptions to this rule may be made by the Dean and the Director of Physical Education, in consultation.

3. Only members of the Association who have a credit ratio of 1 for the preceding years and who have maintained a ratio of 1.2 in the previous semester may be elected to a position on the Executive Committee of the Association.

Odd-End Championship

Throughout the year the student body, divided into two teams called the Odds and Ends, compete for championship honors based upon participation and final outcome in the sports events. The name of each permanent year's winner is placed on the A.A. plaque which hangs in the mainroom in the Boathouse.

ATHLETIC AWARD SYSTEM

Awards to Individuals

There shall be three awards given; the first a seal, the second a medal, and the third a blazer. They shall be given in that order and under the following conditions.

A student who in the opinion of the Athletic Association Execu-

tive Committee has fulfilled the following requirements shall receive a seal.

- a) Is above average but not necessarily outstanding in two or more activities or is definitely outstanding in one activity, and shows an interest in two or three other activities.
- b) Shows qualities of sportsmanship and enthusiasm.
- c) Shows responsibility.

A student who, having received a seal, continues to fulfill the above requirements in the opinion of the Athletic Association Executive Committee, shall then receive a medal.

A blazer is the highest award of the Sweet Briar Athletic Association. It shall be awarded on the unanimous vote of the Executive Committee, and not earlier than the Spring of the Junior Year, to students who fulfill the following requirements:

- a) A student must show outstanding ability each year in at least one phase of the Athletic Association and an interested participation.
- b) A student must show qualities of leadership which assist the Athletic Association and inspire other students in their participation.
- c) A student must show unquestionable sportsmanship and loyalty at all times.

In very exceptional cases the Athletic Association may award a blazer to a student in May of her Junior Year, who has shown to a marked degree the qualifications for the blazer.

The Odd-End Championship

The annual Odd-End Championship shall be decided as follows:

- (a) 50% on the results of the various Odd-End competitions.
- (b) 25% on the highest per cent of participation in the two classes making up either the Odd or the End team to be calculated by season.
- (c) 25% on the highest average amount of individual student participation within each team also to be calculated by season.

CABIN

There shall be a Council consisting of the Head of Cabin, the assistant Head of Cabin, Cabin leaders and a representative of the Department of Physical Education. This council shall make, interpret, and enforce the rules for hiking and for the use of the

cabin, subject to the laws of the Student Government Association and the Athletic Association, punish offenders and further the interests of outing and cabin activities at Sweet Briar College. Cabin Leaders shall be formally appointed at any time during the year by the Head of Cabin, the assistant Head of Cabin and a representative of the Department of Physical Education.

Cabin Rules

The Cabin is open to all Sweet Briar students and members of the faculty and staff, and may be used at any time in accordance with the terms of the Athletic Association. See the A. A. Bulletin Board for detailed rules, and the Cabin Calendar indicating "open" or "closed" Cabin.

Daytime Groups

Students may use the Cabin in the daytime accompanied by a Cabin Leader.

Overnight Groups

Students must be accompanied by a member of the faculty or staff or a person approved by the Dean of Students or the Department of Physical Education, and a Cabin Leader. See the regular Student Government rules for signing out. The Cabin Leader should know the signing out rules and check to see that her group has followed them correctly. Maximum number, 8; minimum, 4.

Girls With Dates

Girls with dates may use the Cabin in the daytime when Open House is announced on the College Calendar; and for picnic lunches and suppers when accompanied by a Cabin Leader and provided they return to campus before dark.

No one is to drive beyond the green gate.

No one is to smoke in the woods or in the bunk room.

HORSEBACK RIDING

No student may go riding until a written permission from parent or guardian is filed in the office of the Department of Physical Education. No student may ride alone off campus. No student may jump unless approved for jumping by the Riding Council and unless a qualified person is in charge.

There shall be a Riding Council presided over by the Head of Riding and consisting of the Riding Leaders, "A" Riders, and a representative of the Department of Physical Education. It shall be their duty to make, interpret, and enforce the rules for riding, subject to the laws of the Student Government Association and the Athletic Association, to punish offenders, and to further the interests of riding at Sweet Briar.

Annual events sponsored by the Riding Council include Fall and Spring Horsemanship Classes, a Point to Point, Drag Hunting twice a week, Joint Hunts with the Bedford Hunt of Lynchburg, Spring Horse Show, and a Winter Riding Clinic, at which time Captain Vladimir Littaur is guest instructor.

The Sweet Briar Riding Club is fortunate in having its own Hunt, organized and maintained by the students.

All students at Sweet Briar are to be divided into the following classes:

Jumping Leaders: Students who are formally appointed during the college year by the Riding Council, and who may supervise students who have been approved for jumping, or jump themselves when accompanied by another person.

Riding Leaders: Students who are formally appointed during the college year by Riding Council, and who may take "C" riders on or off "B" Limits*, or ride alone within the "B" Limits.

"A" Riders: Students who have been approved by the Riding Council and who may ride alone with "B" Limits or who, with the permission of the Instructor of Riding or the Head of Riding may take "C" riders on or off "B" Limits.

"B" Riders: Students who have passed a definite riding test and who may ride in groups of two without a riding leader off "B" Limits, or alone on "B" Limits. "B" Class Riders may not act as riding leaders for "C" class riders.

"C" Riders: All girls who have not passed the riding test, and who may not ride without a riding leader.

SWIMMING, BOATING AND CANOEING

No student may swim until a written permission from her parent or guardian is filed in the office of the Department of Physical Education. This permission blank is sent in the late summer to the parents.

*Note: "B" Limits are defined by the Riding Council in consultation with the Physical Education Department.

No student may swim unless accompanied by two authorized proctors and at specified times.

There shall be a Lake Council, formally appointed each college year, presided over by the Head of Lake, and consisting of a representative of the Department of Physical Education and the life guards appointed by the Head of Lake. It shall be their duty to make, interpret, and enforce the rules for swimming and boating, subject to the laws of the Student Government Association and the Athletic Association; to punish offenders, and to further the interests of swimming at Sweet Briar.

No student may use the *rowboats* until she has passed the swimming test at Sweet Briar, unless she is accompanied by a member of the Lake Council or a Sweet Briar Student who is a holder of the Red Cross Senior Life Saving Emblem or the Intercamp Life Saving Emblem.

No student may take out a canoe until she has passed the canoe test. No student may go on the Lake in a canoe unless she has passed the swimming test and is accompanied by one who has passed the canoe test. In order to use the canoes there must be at least two people using them at the same time.

All members of the Association and their guests may use the Boat house in accordance with the Lake Regulations posted each year on the A. A. Bulletin Board.

By a ruling of the Board of Overseers, only members of the College Community and their house guests may use the Lake for swimming. This does not allow dates to use the Lake at any time for swimming. All members of the Athletic Association who do swim at the Lake must follow the regulations of the Lake Council and the Physical Education Department.

DANCE

There shall be one dance organization to be known as "Dance Group". Within "Dance Group" there shall be a nucleus of students who, having shown special interest and ability in dance, shall act as a guiding body for the group. The name of this nucleus shall be decided by "Dance Group".*

Membership: Members of "Dance Group" shall be chosen by try-outs held each sports season (i.e. three times per year). The nucleus of "Dance Group" shall choose its members from "Dance Group".

*Note: called Orchesis. There is a possibility of not being able to use this name without belonging to a National dance organization. This situation is now being considered.

SPORTS EVENTS FOR 1957-1958

1957	Oct.	13	Varsity vs. Campus Characters
	Oct.	16	Varsity vs. Roanoke Club
	Oct.	16	Reserve vs. Chatham Hall
	Oct.	18	Fall Horsemanship Classes
	Oct.	19	Opening Hunt
	Oct.	20	Varsity vs. Little Colonels
	Oct.	22	Cabin Open House
	Oct.	27	Varsity and Reserve vs. Westhampton
	Oct.	29	Reserve vs. Lynchburg College
	Nov.	1 - 2	Blue Ridge Hockey Tournament at Lynchburg.
	Nov.	6	Hollins College vs. Varsity and Reserve
	Nov.	16-17	Southeast Hockey Tournament (Richmond)
	Nov.	16	Joint Hunt with Bedford County Hunt
	Nov.	16	Point to Point
	Nov.	24	Richmond Club vs. Varsity
	Nov.	27	National Hockey Tournament (Poughkeepsie, N. Y.)
1958	Jan.		Horse Show for B and C Riders
	Jan.	14	Volleyball Sports Day
	Jan.	21	Freshman vs. Sophomore vs. Senior Volleyball
	Jan.	23	Faculty vs. Students
	Feb.	5	Varsity Basketball vs. Lynchburg (here)
	Feb.	11	Freshman vs. Sophomore vs. Seniors vs. Juniors
	Feb.	13	Odd-End Volleyball Game
	Feb.	15	Varsity vs. Westhampton (there)
	Feb.	20	Varsity vs. Roanoke (here)
	Feb.	22	Varsity vs. William and Mary (there)
	Feb.	25	Varsity vs. Longwood (there)
			Riding Clinic with Capt. Vladimir S. Littauer
	March	1	Varsity Basketball vs. Madison (here)
	March	22	Closing Hunt
	April	9	Varsity Lacrosse vs. Stratford (there)
	April	11	Odd-End Softball Game
	April	12	Varsity Tennis vs. Hollins at the Homestead
	April	16	Varsity Lacrosse vs. Hollins (here)
	April	18	Odd-End Softball game
	April	19	Varsity Lacrosse vs. William and Mary (there)
	April	26	Varsity Tennis vs. Madison (here)
			Virginia State Lacrosse Tournament
			Reserve Tennis vs. Bridgewater (there)
	May	1	Varsity Tennis vs. William & Mary (Williamsburg)
	May	8	Reserve Tennis vs. Lynchburg (here)
	May	10	Varsity Tennis vs. Farmington (Charlottesville)
	May	17	Varsity Tennis vs. Westhampton (here)
			Reserve Tennis vs. St. Catherine's (here)
			Spring Horsemanship Classes
			NSGWS Rating Tests

Phi Beta Kappa

In 1949, the United Chapters of Phi Beta Kappa granted a chapter of the society to Sweet Briar College. Election to membership depends not only on excellent academic record but on evidence of broad cultural interests, scholarly achievement, and promise of intellectual growth.

The number of Seniors elected to Phi Beta Kappa rarely exceeds 10% of the class and may never exceed 15%. Although a limited number of Juniors may be considered for election, the election of Juniors is the exception rather than the rule.

Tau Phi

President, to be elected

Tau Phi, Sweet Briar's upperclass honorary society, is composed of a limited number of juniors and seniors, who by their attitude have manifested an especial interest in furthering the ideals and traditions of Sweet Briar. Although members are chosen for many other qualities the importance of scholarship is recognized, and a credit ratio of 1.5 is usually required; but exception can be made. The purpose of Tau Phi is to stimulate interest in and to cooperate with student activity and to further the physical, spiritual and intellectual growth of the college.

The president of Tau Phi is a student member of the committee which plans lectures and concerts and the members of Tau Phi usher at these lecture series. They also act as hostesses at receptions following lectures and for Parents' Day. At Christmas time the group packs baskets for the Sweet Briar Farm. Tau Phi may at any time take on various projects to support student drives, and it frequently sponsors discussions on topics of value to the community.

Chung Mung

President, PATTY SYKES

"around the corner at ol' Sweet Briar"

This song is chanted by a group of sheet-clad seniors and juniors chosen on the basis of their school spirit and participation in community activities. The ghostly thirteen sponsor an auction in the fall, the proceeds of which are donated to the Campus Chest drive. The Auditorium Fund is aided by the Chung Mung sale of goodies at the Christmas Bazaar. Other activities throughout the year include the collection of clothes for the needy and a

general fostering of enthusiasm toward Sweet Briar and its traditions. The annual softball game held May Day morning between the Chung Mungs and the Tau Phi's is the culmination of the friendly rivalry existing between these two societies.

Q. V.

The Q. V.'s are members of the sophomore class, elected by the class by secret ballot in the Fall. Their purpose is two-fold. Firstly they try to encourage enthusiasm in all phases of college life so that each girl in the sophomore class will look forward with anticipation to all class activities which will be reflected in each sophomore and will last throughout her college years here at Sweet Briar. The names of the Q. V. members are not announced until Spring step-singing and people are not always aware of the actions of Q. V. because it is felt that it can work far more effectively if it works quietly. The value of the work of Q. V. can not be measured in an individual action, but by the resulting class attitude, in the Sophomore year especially, and also in the Junior and Senior years.

Bum Chums

"Hallelujah, I'm a Bum!" sung lustily and gustily, echoes through the halls the night of Spring Step Singing as the Bum Chums tap their ten new upcoming junior members. In addition to an interest in the college and general participation in its activities, the Bum Chums are chosen for their friendliness and enthusiasm.

The "notorious ten" throughout their junior year serve as useful members of the community. They are active in various charity drives, sponsor the Bloodmobile, are in charge of the coke machines on campus, and tidy up the Date House.

Not least among their projects are their famed parties, the Holiday Inns, the proceeds of which go to a needy school.

Paint and Patches

President, ELAINE SCHUSTER

Paint and Patches, the Sweet Briar Dramatic Club, was organized for the purpose of creating and developing an active interest in all branches of drama, and to promote a deeper knowledge of the technique of dramatic art.

Eligibility for membership in Paint and Patches is determined by a system of grading which evaluates the work of all candidates. The many departments of the club—scenery, acting, make-up, costumes, properties, lights—provide opportunity for those interested in various branches of the theatre to become members.

Aints and Asses

The Illustrious One, PENNY MEIGHAN

Aints and Asses is the organization that sports a name one might call distinctive and members one might call mad as March Hares. They are a small but happy group of clownish personalities who feel no restraint by propriety. They dress in manner unorthodox and behave in manner even more so.

Their duty and pleasure is to present parodies and “take-offs” of all Paint and Patches and other campus productions. Masters of burlesque, they perform their own versions of these plays on a low comedy level. In the spring the Asses turn their thoughts to blowing whistles, for it is their express and bounden duty to prevent bestial students from trampling to death the newborn grass. All in all—they’re all in fun.

CAMPUS CHEST COMMITTEE*Student Chairman, KENAN MYERS*

The Campus Chest Committee shall conduct the Annual Funds Drive. Together with the Faculty Committee on Relief, it shall serve as a clearing house for all appeals for funds which shall come to the Student Body from sources both on and off campus; and with the Faculty Committee on Relief it shall allocate the funds raised during the Drive.

The Campus Chest Committee shall consist of: the Chairman of the Campus Chest, the Secretary and Treasurer of the Campus Chest, Head of Funds, Head of Publicity, President of the Chung Mungs, Editor of the *News*, the Foreign Student Chairman of the Y.W.C.A., the Faculty Chairman of the Campus Chest, and four faculty members appointed by the President of the College.

The Chairman and the Treasurer shall be elected in the spring by the Student Body. The Chairman shall, in the fall, choose members of the student body to act as solicitors in the Campus Chest Drive.

VOCATIONAL GUIDANCE COMMITTEE*Chairman, PATTY SYKES*

The Committee on Personnel and Vocational Guidance is a small group of both faculty and students whose purpose is to tabulate student interests, make available and publicize information on these fields, and bring speakers to campus for discussion of job opportunities. The Committee stresses graduate work and helps students in securing summer or permanent jobs.

FIRE DEPARTMENT*Fire Chief, CLAIRE CANNON*

Through understanding and cooperation the campus fire department assists in the avoidance of all possible accidents.

Fire drills are held during the night, at lunch, during meetings, during class hours, and at other times during the day. They may be announced or unannounced fire drills or fire escape drills. These drills are designed to promote familiarity with exits and to insure proper training in case of an emergency. The assistants to the house presidents (those in charge of phone duty) will assist the president in clearing the floor. A faculty fire team also assists, and takes charge of the students once they have left the buildings.

STUDENT DEVELOPMENT FUND

Chairman, ANN TAYLOR

The Student Development Fund, which has grown out of the former Auditorium Fund, is composed of representatives from each class. It is their job to devise means for raising the money which is allocated by an annual vote of the entire student body. Every person in the community is urged to help with the projects.

NATIONAL STUDENT ASSOCIATION

The United States National Student Association is a confederation of college student bodies in every part of the country which are associated together to give consideration to questions of mutual concern. Each student body is represented in the Association by its own elected student government and its foremost student leaders. The U.S.N.S.A. is a non-partisan, non-sectarian, non-profit, student-run, educational association.

Sweet Briar delegates attend the N.S.A. Congress every summer, regional conferences during the fall and the spring.

THE CHOIR

President, RUTH MACKIE

The members of the Choir have an opportunity to become acquainted with a wide range of sacred music, notable examples of which are a cappella singing, Anglican chants, and Plain song. Election to the Choir is considered a distinct honor.

A great deal of the beauty of the Sweet Briar Church service is due to the well-trained Choir, which is vested and sings at every Sunday service. The Choir renders suitable musical programs at Christmas, Easter and on other special occasions.

The Glee Club offers instruction in group singing and an acquaintance with choral music to all students whose talent and enthusiasm make them eligible for membership. The choir offers instruction, also, in group singing and an acquaintance with choral music.

THE ART AND MUSIC CLUB

President, VIOLET NELSON

The Music Club has as its aim the stimulation of musical interest on the campus.

The Friends of Art has been instrumental in bringing exhibitions, lectures and art demonstrations to the college and has helped to establish the permanent art collection by making the first purchase from its funds and contributing to the purchase, from college funds, of a few other paintings.

WORLD AFFAIRS CLUB

President, LAURIE LANIER

By common consent of the members of the International Relations and Political Economy Clubs, the two organizations were combined, in the spring of 1951, into one club to be called the World Affairs Club.

The purpose of the World Affairs Club is to stimulate interest in, and foster discussion of, political and economic affairs, as well as to further understanding of contemporary world problems and international questions. This organization offers an opportunity for those who are interested in such issues to exchange views, keep abreast of current events, and discuss relevant questions with speakers.

CURRICULUM COMMITTEE

Chairman, to be elected

The Curriculum Committee is organized for the purpose of representing the students and serving as an intermediary between the faculty and the students on matters concerning questions of curriculum. The committee is composed of student representatives of the four major groups of study; Language and Literature, Natural and Mathematical Science, Social Studies, and the Arts, with an additional representative from the Honors plan of study and one representative each from the Sophomore and Freshman classes. The representatives are chosen by the chairmen of the departments. Members of the Curriculum Committee are responsible for giving valid answers to questions which arise concerning the method of instruction at Sweet Briar.

THE BOARD OF PUBLICATIONS

Chairman, JANET WYNN

Secretary-Treasurer, CAROLYN McIVOR

The Board of Publications acts as an advisory body to the four college publications in all matters of finance and of policy. It has control of the joint reserve fund of these publications; it elects the editor and business manager of the STUDENTS' HANDBOOK and *The Key*; and it acts as a committee to nominate the officers of the *Sweet Briar News* and the *Brambler*.

Members of the Board include the editors and business managers of the four student publications for the current and the preceding year, the faculty advisors to these publications, and the president of the Student Government Association. Officers of the Board, the chairman and the secretary-treasurer, are elected from and by the student members. The chairman represents the Board on Inter-club Council.

The Briar Patch

Editor-in-Chief, FLEMING PARKER

Business Manager, SNOWDON DURHAM

The *Briar Patch*, the Sweet Briar annual, is published every spring. A project of the junior class, it forms an interesting part of extracurricular activity during the junior year. Each year the staff tries to give in the pages of the *Briar Patch* a picture of school life during the year that will serve as a permanent record and reminder for the years when school days are over.

The Sweet Briar News

Editor-in-Chief, JANET WYNN

Business Manager, MARY TAYLOR

The *Sweet Briar News* is the weekly newspaper published by the students. It aims to give the students, faculty, and community reports of all the news which will be of interest to them. All students and especially freshmen, whether they have had experience on school newspapers or not, are urged to try out for positions on the staff.

Parents are invited to subscribe and keep up with campus events.

The Brambler*Editor-in-Chief*, BETH MEARS*Business Manager*, CAY RAMEY

The Brambler is the college literary quarterly. During the past year, its conscious aim has been to stimulate creative writing at Sweet Briar by publishing the best student work. Drawing contributions from the four classes, it maintains a high degree of variety and vitality.

The Key**The Handbook***Editor*, CAROLYN MCIVOR*Business Manager*, JANE SHIPMAN*Advertising Manager*, CORNELIA LONG

Two handbooks are published at Sweet Briar. The STUDENTS' HANDBOOK is published every June and a copy is sent to each freshman in the summer to introduce her to the constitution and the activity side of Sweet Briar life. The upperclassmen receive theirs upon their return to college in the fall.

THE HANDBOOK contains an outline of the structure upon which life at Sweet Briar is built, forming an important source of reference throughout the year.

The Key

THE KEY is an illustrated booklet which presents an informal picture of college life. It discusses some of the college traditions and customs and attempts to give practical advice to incoming students.

THE SWEET BRIAR COLLEGE INFIRMARY

8:00 a.m. to 12 noon	Monday through Saturday
4:00 p.m. to 5:00 p.m.	Monday through Friday
9:30 a.m. to 10:00 a.m. } 5:45 p.m. to 6:15 p.m. }	Sundays and Holidays

For examinations or treatments needing the attention of the physician come from 8:00 to 12 noon Monday through Saturday. If a student wishes to be *assured* of being seen by the physician, she should make an appointment in advance.

Special treatments (such as vaccines) Monday and Thursday 4:00 to 5:00 p.m.

In case of accident or sudden illness or a sudden skin eruption report as soon as possible day or night.

No visiting of patients at the Infirmary is allowed except by parents or in case of an emergency.

THE REFECTORIES

Meals in Rooms: Upon written order of the College Physician, students who are ill or indisposed, may have trays in their rooms. The charge for this service is 25c. Signed tray slips, together with the money, should be placed in boxes provided for this purpose in each dormitory, at least one-half hour before the meal bell rings.

Food may not be taken from the dining room at meal times.

MEAL TICKETS: Visitors dining in the Refectories will buy meal tickets at the Service Room. The prices are:

Breakfast	\$.85
Lunch85
Week Day Dinner, except Friday	1.00
Friday Dinner	1.50
Sunday Dinner	1.50
Picnics75

Late Sunday Breakfast: In addition to the regular dining room service, on Sunday morning a light breakfast is served in Reid Dining Room from 9:00 until 10:00.

Picnics: The Refectories provide picnic lunches on Friday and Saturday. Requests for these lunches must be made in the dining rooms by one o'clock of the preceding day.

Clubs and other Organizations must order refreshments forty-eight hours in advance.

THE BOXWOOD INN

Boxwood Inn has a limited number of rooms for rent the year round, which provide cheerful and convenient housing for friends, dates, and families. Rates are in line with prevailing ones for such accommodations. All reservations should be made with the Management.

Boxwood Inn Tea Room

The Boxwood Inn has an attractive private dining room where meals are served daily. This is an ideal place to entertain parents and friends. Advance reservations for large parties are requested by the management.

Meals are available *table d'hote* or *a la carte*, at the following hours:

<i>Daily:</i>		<i>Sunday:</i>	
Breakfast	8:00-9:30 a.m.	Breakfast	9:00-10:30 a.m.
Luncheon	12:00-1:15 p.m.	Dinner	12:30- 1:30 p.m.
Dinner	6:00-7:15 p.m.	Supper	6:00- 7:15 p.m.
(Subject to change)			

The Snack Bar

The Snack Bar in a separate building, is equipped with a complete fountain. It provides sodas, sundaes and other delicacies to tempt the appetite, as well as a variety of sandwiches, hamburgers, hot dogs, salads, soups, home-made desserts and other items for lunch or a light supper.

The Terrace and T.V. Room adjoining the Snack Bar are always open to students and provide ideal places for moments of relaxation.

The Snack Bar hours are:

<i>Daily:</i>	<i>Sunday:</i>
12 noon - 9:30 p.m.	5:00-10:00 p.m.
(Subject to change)	

Alumnae Association: The alumnae office is located in 21 Fletcher. Mrs. Ernest M. Wood, Jr. (Elizabeth Bond, '34g) is the Executive Secretary, and she is assisted by Mrs. Arthur Vogelback and Mrs. W. A. Blackwell. Students are welcome at all times to come to the office for information and addresses of former students. A bulletin board of current alumnae clippings is maintained and Sweet Briar china, glasses and the history of the college "The Story of Sweet Briar" are sold by this office.

Animals: Animals may not be brought into the dormitories by students nor kept there as pets. There is a fine of \$5.00 for anyone not abiding by this.

Buses leave Sweet Briar bound for Lynchburg and Amherst on regular schedules from 7:00 a.m. to midnight. Bus schedules may be obtained upon arrival at College.

Class Organization: The first meeting of the Freshman Class is called by the Junior President, who is then President **pro tem** of the Freshmen until the election of their officers after six weeks.

Communications: The college may be reached by telegraph or telephone, but calls will not be put through to the dormitories after 10:30 p.m., except in emergency. Telegrams are sent directly to Sweet Briar College. Money sent by wire can be received only at Lynchburg. There are telephones on each floor of the dormitories. For calls to Amherst there is a charge of ten cents (10c) and to Lynchburg, fifteen cents (15c).

Community Meetings: Community meetings for the discussion of problems affecting the entire community may be held on request and should be scheduled through the Assistant Dean and the Vice-President of Student Government. A meeting of this type is not required unless the word "required" precedes the announcement of the meeting. Students are upon their honor to attend a Required Community Meeting and also all Convocations.

Electrical Appliances: No electrical appliances, except radios, hair dryers and heating pads may be used in the rooms and halls. Other appliances are subject to confiscation by the Department of Buildings and Grounds. An electric iron and ironing board are installed in each dormitory for student use; likewise an electric hot plate is installed on each floor of each dormitory. Each room may have a total of three hundred watts.

Furniture: Students' rooms are furnished with beds, chiffoniers, tables, bookcases, chairs, and a pillow. No furniture shall be moved from room to room without special permission from Mrs. Richardson. Each student should provide herself with her own towels, sheets, pillow-cases, blankets, and mattress pads. Couch covers, curtains, desk lamps, easy chairs, etc., are usually obtained from the Lynchburg stores.

No girl may put E-Z-Do's or other cabinets in the dormitory corridors except by special permission from Mrs. Richardson.

Laundry: Every article sent to the college laundry must be marked with a NAME TAPE SEWED ON and each laundry bag must be accompanied by a laundry slip. The college will not be responsible for laundry lost if sent in another student's laundry. Pads of laundry slips are on sale at the Information Office, and laundry bags shall be of adequate size to contain all laundry. Students are allowed a maximum quota per person per week of laundry to be processed by the college. Any charge for excess laundry is to be paid at the Information Office by the student concerned. Laundry goes out at 7:30 a.m. on Monday from Gray, Carson and Dew; on Tuesday from Reid and Grammer; and on Thursday from Manson and Randolph.

Lockboxes: Every student is expected to obtain, on the day of her arrival at Sweet Briar, a combination padlock for the lockbox provided in her closet. Locks may be purchased at the Students' Book Shop on campus.

Lost and Found: This department is located in the Service Room in Gray.

Mails: The United States Post Office is located in the Book Shop Building. The usual Post Office services are afforded here. In addressing students' mail to Sweet Briar College, Sweet Briar, Virginia, parents and friends are asked please to use the students' post office box numbers.

Responsibility for Property: Although the College endeavors to protect the property of its students in the same manner as its own, it will not be responsible for loss of any personal property of any student. Students are responsible for damage to College property not due to normal usage.

Riding: Horses may be engaged from the Sweet Briar stables by telephone. Riding tickets may be purchased in the Information Office. A riding permit from a student's parent or guardian must be filed with the Department of Physical Education before any girl may ride.

The Book Shop: The Book Shop carries textbooks, general books, supplies, and in addition, attractive gifts. All students are required to make an initial deposit of \$50 in September, but freshmen ordinarily need more than this amount. At the beginning of the second semester an additional deposit on account is generally advisable in proportion to need. At the end of the year any unused balance is refunded. Credit is extended until the 15th of May when the charge accounts must be closed for balancing before commencement. Book Shop hours will be posted.

Transportation: Cars meet all trains at the opening of college. Special arrangements can be made after that time for transportation to the train depots.

Trunks: Trunks and bags should be checked to Sweet Briar, **not Lynchburg**. Trunk checks should be left at the Service Room. Before trunks or packages will be picked up or delivered, you must get a delivery check from the Service Room; there will be a charge of fifty cents for delivery of trunks and bags, and a charge of twenty-five cents for delivery of packages.

Visitors: Visitors may come to the Information Office where they will be directed to the parlors of the dormitories or to convenient places to meet their appointments.

SWEET BRIAR SONG

Sweet Briar, Sweet Briar, flower fair,
The rose that on your crest you wear
Shall never fade, but always bear
Thy beauty, O Sweet Briar!

Sweet Briar, Sweet Briar, thy columns white
Shine on thy hills a beacon light
Of truth, to burn with radiance bright
Forever, O Sweet Briar!

Sweet Briar, Sweet Briar, we sing to thee,
May thy foundations ever be
Strong as thy hills, thy purity
That of thy rose, Sweet Briar!

SWEET BRIAR ALMA MATER

Alma Mater thy praises ring
As we pass through thy halls
Alma Mater our voices ring
Over your ived walls
Echoing back through all the years of Sweet Briar Days
Years of fun and friendly spirit
You hold a place forever in our memories
Our song resounds so all can hear it
Alma Mater thy praises ring
Through our lives evermore.

CLASS SYMBOLS

Class of 1958

MOTTO: Ne obliviscamur.

COLORS: Green and black.

EMBLEM: Oak tree.

Class of 1959

MOTTO: Spectamur agendo.

COLORS: Delph blue and black.

EMBLEM: Lion.

Class of 1960

MOTTO: Factum non verbum.

COLORS: Purple and gold.

EMBLEM: Swan.

Class of 1961

MOTTO: Honor ante honores.

COLORS: Peacock blue and green.

EMBLEM: Peacock.

DIRECTORY OF STUDENT OFFICERS**Aints and Asses**

<i>President</i>	PENNY MEIGHAN, '58
<i>Treasurer</i>	to be elected

Art and Music Club

<i>President</i>	VIOLET NELSON, '58
<i>Vice-President</i>	CORNELIA LONG, '58
<i>Secretary Treasurer</i>	SUE HIGHT, '59

ATHLETIC ASSOCIATION

<i>President</i>	JEAN LINDSAY, '58
<i>Secretary</i>	ADRIANNE MASSIE, '60
<i>Treasurer</i>	POLLY SPACE, '59

Heads of Sports

<i>Archery</i>	to be elected
<i>Basketball</i>	PENNY FISHER, '59
<i>Cabin</i>	KATHY TYLER, '59
<i>Dance</i>	EVANGELINE BELL, '58
<i>Games</i>	ELIZABETH SHWAB, '60
<i>Hockey</i>	ELIZABETH WORRELL, '58
<i>Lacrosse</i>	ALICE ISABEL WOOD, '59
<i>Lake</i>	JUDY GRAHAM, '58
<i>Riding</i>	SARAH BENTON, '58
<i>Softball</i>	LOUISE WINSLETT, '60
<i>Tennis</i>	LIZORA MILLER, '59

STUDENT DEVELOPMENT FUND

<i>Chairman</i>	ANN TAYLOR, '58
<i>Secretary</i>	
<i>Treasurer</i>	RUTH WEAVER, '59

BOARD OF PUBLICATIONS

<i>Chairman</i>	JANET WYNN, '58
<i>Secretary-Treasurer</i>	CAROLYN McIVOR, '58

Brambler

<i>Editor-in-Chief</i>	BETH MEARS, '58
<i>Business Manager</i>	CAY RAMEY, '59

Briar Patch

<i>Editor-in-Chief</i>	FLEMING PARKER,	'59
<i>Business Manager</i>	SNOWDON DURHAM,	'59

The Sweet Briar News

<i>Editor-in-Chief</i>	JANET WYNN,	'58
<i>Business Manager</i>	MARY TAYLOR,	'58

Bum Chums

<i>President</i>		
<i>Secretary</i>	MARY BLAIR SCOTT,	'59
<i>Treasurer</i>		

CAMPUS CHEST COMMITTEE

<i>Chairman</i>	KENAN MYERS,	'58
<i>Treasurer</i>	JANA BEKINS,	'59

Choir

<i>Head</i>	RUTH MACKIE,	'58
<i>Business Managers</i>	{ SALLY AUSTIN,	'58
	{ NINA THORNTON,	'59
<i>Librarians</i>	{ CHARITY PAUL,	'60
	{ MARGARET SAUR,	'60
<i>Treasurer</i>	WINNIE WARD,	'60

Chung Mung

<i>President</i>	PATTY SYKES,	'58
------------------------	--------------	-----

CLASS OFFICERS

1958

<i>President</i>	SUSAN DAVIS
<i>Vice-President</i>	JUDY GRAHAM
<i>Secretary</i>	BETH KEMPER
<i>Treasurer</i>	PATTY SYKES

1959

<i>President</i>	JUDY SORLEY
<i>Vice-President</i>	ISA MARY LOWE
<i>Secretary</i>	BARBARA KELLY
<i>Treasurer</i>	CAROLINE BLAKE

1960

<i>President</i>	ANN D. SMITH
<i>Vice-President</i>	CAROLYN KING
<i>Secretary</i>	JOYCE COOPER
<i>Treasurer</i>	ELLEN PRINGLE

HOUSE PRESIDENTS

<i>Dew</i>	CLAIRE CANNON,	'58
<i>Carson</i>	NINA THORNTON,	'59
<i>Grammer</i>	REBEKAH BROWN LEE,	'60
<i>Gray</i>	ALEX CARPENTER,	'58
<i>Manson</i>	GRETCHEN SMITH,	'59
<i>Randolph</i>	BARBARA SAMPSON,	'59
<i>Reid</i>	PATTI POWELL,	'60

FIRE PROTECTION

<i>Fire Warden</i>	CLAIRE CANNON,	'58
--------------------------	----------------	-----

JOINT COUNCIL REPRESENTATIVES

JUNE BERGUIDO, '58
 WINNIE LEIGH, '58
 DOROTHY MOORE, '59

JUDICIAL BOARD

<i>Chairman</i>	DOTSIE WOODS
<i>Vice-Chairman</i>	WINNIE LEIGH
<i>Secretary</i>	LYNN PRIOR
<i>Senior Representatives '58</i>	{ MARIETTA EGGLESTON WINNIE LEIGH LYNN PRIOR
<i>Junior Representatives '59</i>	{ JANE JAMISON COURTNEY GIBSON SARAH JANE MURDOCH DOROTHY ULF
<i>Sophomore Representatives '60</i>	{ JEAN MORRIS JANE TATMAN

PAINT AND PATCHES

<i>President</i>	ELAINE SCHUSTER,	'58
<i>Vice-President</i>	DOROTHY WYATT,	'58
<i>Secretary</i>	ELIZABETH CHAMBERS,	'59
<i>Treasurer</i>	KATHY TYLER,	'59

PERSONNEL AND VOCATIONAL GUIDANCE COMMITTEE

<i>Chairman</i>	PATTY SYKES,	'58
<i>Secretary</i>	BEVERLEY BIRCHFIELD,	'59

SOCIAL COMMITTEE

Chairman PAT ASHBY, '58

SONG LEADERS

1958—To be elected

1959—To be elected

1960—To be elected

STUDENT GOVERNMENT ASSOCIATION

President JUNE BERGUIDO, '58

Vice-President FLO BUCHANAN, '58

Secretary ELIZABETH JOHNSTON, '59

Treasurer ALICE CARY FARMER, '59

TAU PHI

President to be elected

Treasurer to be elected

WORLD AFFAIRS CLUB

President LAURIE LANIER, '58

Vice-President to be elected

Secretary to be elected

Treasurer to be elected

YOUNG WOMEN'S CHRISTIAN ASSOCIATION

President ETHEL OGDEN, '58

Vice-President MARY LANE BRYAN, '58

Secretary NINA THORNTON, '59

Treasurer DOROTHY MOORE, '59

Head of Orientation BETSY DUKE, '59

Commission Heads

Christian Faith and Heritage EDITH KNAPP, '58

Personal Growth ELIZABETH D. SMITH, '58

Social Responsibility SUZANNE BROWN, '58

World Relatedness ELEANOR ST. CLAIR, '58

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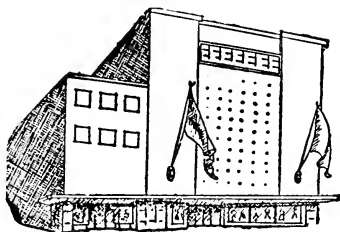
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